

MILLSTONE TOWNSHIP
OPEN SPACE & FARMLAND PRESERVATION COUNCIL
Meeting Minutes for Thursday, February 25, 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) Bailey, Denardo, Kozak, Kuczinski, Lenzo, Marra, Morelli,
Schloss, Siedman

Absent: (2) Asprocolas, Butch

Public Comment Session: Opened and closed at 7:34 pm.

Approval of Minutes

A Motion to approve the January 28, 2016, minutes was made by Mr. Marra with a Second offered by Mr. Denardo. Roll call vote:

AYES: (9) Marra, Denardo, Bailey, Kozak, Kuczinski, Lenzo, Morelli, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

Correspondence: There was no correspondence presented at the meeting.

Old Business

- ***Municipal Farmland Preservation Process Document Update:*** The document has been updated to include comments that Mr. Marra presented at the January 28, 2016, meeting and the municipal application which has been updated to include an application number. Committeeman Kuczinski explained that this is now a working document and suggested finalizing the document at this meeting and posting it to the website. Ms. Siedman explained that the Council has been working on updating the document for over a year. Mr. Marra stated that he was the only one who submitted updates and he reviewed the document and confirmed that the changes have been incorporated. Council members discussed finalizing and posting the document to the Township's website. The document can be updated in the future if needed. Ms. Siedman asked for a Motion to approve the document. Mr. Marra made a Motion with a Second offered by Mr. Denardo to approve the Municipal Farmland Preservation Process Document and post the document and municipal application to the website. Roll Call Vote:

AYES: (8) Marra, Denardo, Bailey, Kozak, Kuczinski, Lenzo, Schloss, Siedman

NAYS: (1) Morelli

ABSTAIN: (0)

Ms. Morelli explained that she wants time to read the document.

- ***Preservation Updates:*** No discussion.
- ***Monmouth County Municipal Open Space Grant #12-04, Baird Homestead Development Project:*** C/Kuczinski has not received any updates regarding the status of the project.
- ***Monmouth County Municipal Open Space Grant #14-12 - Millstone Park Phase 1 Development:*** Mr. Denardo explained that there will be one more meeting of the ad hoc committee to review final plan revisions and then the project will be presented to the Township Committee prior to going out to bid. Ms. Schloss will attend the next ad

hoc committee meeting due to Mr. Denardo's absence. Mr. Denardo estimated that the plan will be presented to the Township Committee at their March 16th meeting. Ms. Siedman asked if anyone had questions for Mr. Denardo regarding the park plan. No questions were presented.

- **Monmouth County Municipal Open Space Grant #15-03 Historic ME Church:** C/Kuczinski explained that structural and roofing improvements project has gone out to bid and work will begin after the bid award is finalized.
- **Trail Maintenance & Grants:** A response to the request for an extension of time has not been received. The Secretary will follow up with the Administrator regarding the status of the grant.

New Business

- **Landowner Meet & Greet:** Ms. Kozak reserved the banquet room at the Elks Lodge from 6:00 pm to 9:00 pm on Tuesday, March 8, 2016. Mr. Denardo placed a food order with Vesuvio's. Ms. Siedman will call and confirm the headcount with Vesuvio's on the Friday prior to the event. Ms. Schloss has arranged to shop with Ms. Dellasala at Sam's Club for additional refreshments. The headcount for the event is estimated to be 50 attendees, which includes the guest speakers and members of both the Open Space and Ag Councils. Council members discussed procedures for payment and the Township's policy for processing payments. Committeeman Masci is donating the sternos for the event. Council members agreed to meet at the Elks between 4:30 pm and 5:00 pm to set up. Ms. Morelli asked how the event is being communicated to landowners. The Secretary explained that letters were mailed to landowners with properties that are farmland assessed and at least 25 acres in size. Invitations will also be mailed to identified landowners with vacant parcels adjacent to state owned lands and certain parcels adjacent to county parkland. The letter and list of landowners was emailed to all Council members for review. Ms. Morelli stated that she did not receive the emails containing the letter or list of landowners. The Secretary will notify the Township's IT contact that Ms. Morelli is not receiving emails. To date, eight guests have responded that they will attend the event. Speakers for the event include Harriet Honigfeld and Eric Pierson of the Monmouth County Agriculture Development Board, Bill Kastning of the Monmouth Conservation Foundation, Andy Coeyman of the Monmouth County Park System, Renee Jones of the Green Acres Program and Dan Knox of the State Agriculture Development Committee. Ag Council members who have indicated that they will be attending include Mr. Asprocolas, Ms. Butch and Ms. Posten. The Secretary will call the other Ag Council members regarding attending the event.

Events

- **2016 NJ Land Conservation Rally:** The annual Land Conservation Rally will be held on Friday, March 18, 2016, at the Wyndham Garden Hotel in Trenton. Mr. Asprocolas, Mr. Peck and the Secretary will be attending the rally.
- **Clambake:** The flyer and sponsor letter were distributed for Council review. Council members discussed the menu and ticket price and agreed to keep the menu and ticket price the same as last year. Mr. Denardo asked Council members to work on sponsorships, donations and ticket sales.

Committee Reports

- **Finance:** The open space trust account activity for the period of January 1, 2015, through January 31, 2016, was distributed for Council review.
- **Public Relations/Publications:** No discussion.
- **Legislative Awareness:** No discussion.

- **Stewardship:** Ms. Siedman explained that stewardship will begin when the weather improves.
- **Review Planning Board and Board of Adjustment Applications:** Mr. Bailey explained that the Board of Adjustment approved the Lenzo application for a business to be located on Route 33 and described the business as a first class operation.

Ms. Morelli explained that she would like to discuss an email that she forwarded to all Council members. Ms. Morelli explained that she replied to an email from Ms. Siedman questioning why there were only four Council members on the email's distribution list and described Ms. Siedman's email response as condescending, inappropriate and suspicious because the four members on the distribution list happened to be the same four that voted against Ms. Siedman for Chair at the January reorganization meeting. Ms. Morelli questioned why Ms. Siedman had sent certain emails to the entire Council but this particular email was sent to only four members. Ms. Siedman explained that Council members had discussed and agreed to limit emails to four members at previous meetings and that Ms. Morelli never responded to the question from her original email. C/Kuczinski explained that last year Council members agreed that general announcements can be sent to the entire Council but emails that require any kind of exchange will be sent to limited groups of members to comply with Open Public Meetings Act regulations. C/Kuczinski stated that while Ms. Siedman's email was factually correct, it may have been too aggressive however, Ms. Morelli's response was insinuating and accusatory and neither email was appropriate. C/Kuczinski cautioned Council members to take a step back if angered by an email and not to respond to emails in an angry tone and suggested calling the sender on the phone if the tone of an email is in question. Council members discussed email communication and the need to read emails in a positive way and to wait to respond if upset by an email. Ms. Siedman explained that Council members have been planning the landowner Meet & Greet event for the past four weeks and communicating through email and phone and asked Ms. Morelli why, after making a speech last month about how much time she has to devote to the Council, why she hasn't participated in the planning of the event. Ms. Morelli responded that she has not received any emails regarding the event with the exception of the email that prompted this discussion. Ms. Schloss explained that the Secretary sent emails regarding the event and asked Ms. Morelli why, knowing that an event is being planned, she hasn't reached out to anyone. C/Kuczinski reiterated Ms. Schloss's suggestion to be more proactive and asked Council members to bury the past, move forward in a positive way and to work together to focus on promoting the open space program for the good of the community. Council members agreed.

Ms. Siedman explained that there is nothing on the executive agenda other than the approval of minutes. The January executive session minutes can be approved during open session provided Council members do not want to discuss contents of the minutes. Council members indicated that no discussion is necessary. A Motion was made by Mr. Denardo with a Second offered by Ms. Morelli to approve the January 28, 2016, executive session minutes. Roll call vote:

AYES: (9) Denardo, Morelli, Kozak, Kuczinski, Lenzo, Marra, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

Council members continued the discussion about the Meet & Greet. Green folders, containing information for landowners will be handed out at the event. The Secretary will contact the speakers to see if they would like to include any documentation or business cards in the folders. The Secretary will make name tags for the event attendees and will bring a sign in log sheet.

At 8:35 pm, 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 8:35 pm.

Respectfully submitted,

Lorraine Maher
Council Secretary