

**Frelinghuysen Township
Open Space Advisory Commission and Environmental Commission
Minutes of July 6, 2011 Joint Meeting**

Call to Order

The meeting was called to order by Robin Randolph at 7:05 p.m.

Announcement of Proper Notice

Notice of this meeting was provided by advertising in the Star Gazette and New Jersey Herald, the official newspapers of the Township of Frelinghuysen, in accordance with the Open Public Meetings Act. Action may be taken at the meeting as advertised.

Attendance

Members present: Robin Randolph, Nancy Nicholoff, Cliff Kimball, Wendy Buttgereit, Tom Charles, Chris Jaronsky, Alan DeCarolis, Chris Kuhn and Dave Cross

Members absent: Dan Carson, and Jim Simonetti

TLC representative present: Kathleen Caccavale and Greg Collins

ANJEC representative present: Kerry Miller

Minutes

Motion was made by Tom Charles to approve the July 6, 2011 Joint Farmland and Open Space meeting minutes, seconded by Cliff Kimball, all in favor, aye. Nancy Nicholoff abstained.

Motion was made by Alan DeCarolis to approve the June 20, 2011 Environmental meeting minutes, seconded by Chris Kuhn. All in favor, aye.

New Business

Motion was made by Nancy Nicholoff to re-appoint Donna Zilberfarb as the Secretary for Open Space, seconded by Cliff Kimball. All in favor, aye.

- Ms. Randolph made introductions to all members and guest present. Then handed floor to Kerry Miller of ANJEC. Ms. Miller congratulated the committees on getting the Grant. Ms. Miller proceeded discussion of what is expected and what will be done for the projects of updating the OSR Plan and updating the ERI. The grant agreement is a one year term and the township will be reimbursed after the projects are complete in that time frame.
- The ERI update will be computerized and much easier to access. The basic information will not change but the mapping will change a lot.
- Ms. Miller will send both groups quarterly reports that have to be completed.
- There will need to be an outreach to the public. Ms. Miller gave a sample packet of outreach information. Suggested putting on website, press releases, any way to get to the public. Ms. Miller did ask that when we do any outreach publications to send her a copy as well.

- Kathleen Caccavale handed to all members present, agendas with timelines for completing both ERI and OSR Plan.
- September 10, 2011 at 10 am will be the Open Space tour of Frelinghuysen. Ms. Zilberfarb will advertise and invite both commission present, the Township Committee and any public that would like to join.
- October 5, 2011 will be the OS and Planning Board public meeting.
- Ms. Randolph inquired who is the writer for the OSR Plan and Ms. Caccavale confirmed that it is her.
- Ms. Miller passed around samples of ERI's to look at. She will send a disc with electronic versions.
- ERI - need to pick key contact person from Environmental and figure out how many maps we will need. There is an 8 map limit per the contract with TLC to do the job. Soils will need to be updated and NRCS provides the soil information.
- The checklist of materials for all updates were looked over and Ms. Zilberfarb will collect information from various boards and get back to Ms. Caccavale.
- Ms. Randolph will be the key contact person for both projects to ANJEC.

- The environmental representative for Open Space will be Dave Cross.
- A new environmental representative will be Tammy Beckenthal. Ms. Zilberfarb will reach out to her and let her know meeting dates.

- Ms. Randolph asked that all members look at the packet that Ms. Caccavale handed out prior to the September 10th date for the tour.

Public Comment

- Frank Desiderio inquired if the ERI will be covered with the Master Plan and what type of field work would be needed. Ms. Miller commented that the ERI is a snapshot of resources and not a policy document. Mayor Charles commented how the Planner, Darlene Jay, is also working on an ERI from the Mod 4.
- Mr. Desiderio discussed cost of the trail and updated the committees on what is needed. The cost will be approximately \$21,760 - \$26,114 if the Township picks up all materials or \$31,000 - \$37,000 if materials are delivered. Mr. Kuhn asked where the run off was going to go. Mr. Desiderio said that drainage has not been an issue at all with the fields.
- Mr. DeCarolis inquired if there was money available in Open Space Fund. Ms. Randolph stated that there is monies available. Mayor Charles wants Farmland, Open Space and Rec to be in sync with this project.
- Mr. Desiderio will present costs to the Farmland board at the September meeting.

Executive Session

Opened at 8:37 p.m.

No action taken

Closed at 8:43 p.m.

Correspondence

- Ordinance No. 2011-10 (Aquisition Lee/Yang)
- Resolution #2011-57 (Lee/Yang property)
- Resolution No. 2011-01 (Charter School)

- TLC - Barbara Heskins Davis - Corey Tierney resignation letter
- Department of Land Preservation - Forest Preserve Addition presentation

Adjournment

As there was no further business, a motion was made by Tom Charles, seconded by Nancy Nicholoff to adjourn the meeting. All members present were in favor of adjournment. Meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Donna M. Zilberfarb
Secretary, Open Space Commission