

Lebanon Township Environmental & Open Space Commission

Agenda

April 18th, 2016

CALL TO ORDER

In compliance with the “Open Public Meetings Act”, notice has been given that the Lebanon Township Environmental and Open Space Commission conducts its regular business meetings on the third Monday of each month at 7:00 PM in the main meeting room of the municipal building. Notice of this meeting was published in the Hunterdon County Democrat and the monthly agendas are posted on the bulletin board of the municipal building.

STANDARD AGENDA

Topic	Intent/Materials	Time
Kickoff, Roll Call & Connecting Moment (Adam Duckworth)	Call meeting to order and record attendance.	15 Min
Presentation of Minutes (Adam Duckworth)	Review and approval of: <ul style="list-style-type: none"> • February Meeting Minutes 	10 Min
General Admin (Adam Duckworth)	<ul style="list-style-type: none"> • Social Media Policy Status Update • Status of Updated/Electronic Tax Maps 	15 Min
Newsletter	Summer newsletter deadline is May 1 st . Articles on the docket include: <ul style="list-style-type: none"> • Litter Cleanup - Summary (Maria Naccarato) • Farm Passport – Kickoff (Laura Morrison) • Grass Clippings (Adam Mickley) • Composting (Adam Mickley) 	5 Min
Budget Report (Adam Duckworth)	Review and align on current state budget for EOSC, Sustainable Jersey grant and trail grant. Review outstanding reimbursements. Review upcoming spending. <ul style="list-style-type: none"> • ANJEC Dues Submitted 	10 Min
Planning Board Report (Vacant)	Share pertinent information from Planning Board.	N//A
Highlands Report (Adam Duckworth)	Share any developments related to the Highlands Act.	5 Min
MWA Report (Erik Henriksen)	Share any pertinent information from the MWA.	5 Min
RHA Report (Nancy Lawler)	Share any pertinent information from the RHA.	5 Min
Correspondence (Adam Duckworth)	Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members.	5 Min

Topic	Intent/Materials	Time
Portfolio Review	Project Leads to provide status report and next steps for active and upcoming projects. <ul style="list-style-type: none">• Bunnvale Grant• Litter Cleanup• Farm Passport Challenge• Well Testing• Goracy Trail• Memorial Park Bio-Blitz• Recycling Actions	45 Min

Lebanon Township Environmental & Open Space Commission Minutes

April 18th, 2016

ROLL CALL

Meeting called to order with a quorum at: 7:07 PM. Mr. Newman arrived shortly after the meeting was called to order.

EOSC Member	Role	Attendance
Adam Duckworth	Chairman, Planning Board Liaison	X
Sharon Petzinger	Member	X
Warren Newman	Member	X
Erik Jan Henriksen	Member	No
Nancy Lawler	Member	X
Deb Goodsite	Member	No
Adam Mickley	Member	X
Sharon Hardy	Alternate 1	X
Kathy Koch	Alternate 2	X

STANDARD AGENDA

Topic	Intent/Materials	Time
Kickoff, Roll Call & Connecting Moment (Adam Duckworth)	Call meeting to order and record attendance. Please share your experience with the litter cleanup. Minutes: Mr. Duckworth called the meeting to order at 7:07PM. In addition to the EOSC members, Mayor Laul was in attendance, along with one community member, Mrs. Beverly Koehler.	15 Min
Presentation of Minutes (Adam Duckworth)	Review and approval of: <ul style="list-style-type: none"> • March Meeting Minutes Minutes: Mr. Duckworth, Mr. Henriksen, Mrs. Lawler, Mr. Mickley, Mrs. Hardy and Ms. Koch were present at the last meeting and may vote to approve minutes. A request for motion was made by Mr. Duckworth. Motion made by Ms. Koch and seconded by Mrs. Hardy. Unanimously approved by Mr. Duckworth, Mr. Mickley, Mrs. Lawler.	10 Min
General Admin (Adam Duckworth)	<ul style="list-style-type: none"> • Social Media Policy Status Update • Status of Updated/Electronic Tax Maps Minutes: Mr. Laul indicated that the social media policy is in development and will be circulated to committee chairpersons for review prior to approval. Mr. Laul indicated there were no updates regarding the tax maps. Mrs. Lawler asked about sample policies and Mr. Laul stated he is using samples of policies from other towns in preparation of ours.	15 Min

Topic	Intent/Materials	Time
Newsletter	<p>Summer newsletter deadline is May 1st. Articles on the docket include:</p> <ul style="list-style-type: none"> • Litter Cleanup - Summary (Maria Naccarato) • Farm Passport – Kickoff (Laura Morrison) • Grass Clippings (Adam Mickley) • Composting (Adam Mickley) <p>Minutes: Mr. Mickley indicated that the composting article is more involved and will not be in this newsletter; it will be included in the Fall newsletter where composting information is more appropriate during that season. It was suggested to include an article on the Memorial Park bio-blitz. Mr. Newman indicated that Mr. Doug Diehl has submitted an article and there is an open question as to whether it would be considered part of EOSC or not. Mrs. Lawler suggested to build a backlog of topics and the team identified the following topics for consideration: proper use of pesticides and herbicides; organic methods; invasive species (target next spring to align with herbicide content), and reducing fire risk on your property (which was also suggested as a presentation). Mrs. Petzinger suggested we target for the Fall newsletter the outcome of the bird survey in Memorial Park. The team raised the question of bear concerns with respect to composting and this will be something Mr. Mickley addresses in his article.</p>	5 Min
Budget Report (Adam Duckworth)	<p>Review and align on current state budget for EOSC, Sustainable Jersey grant and trail grant. Review outstanding reimbursements. Review upcoming spending.</p> <ul style="list-style-type: none"> • Trail Grant Inquiry <p>Minutes: Mr. Newman received a call regarding the trail grant, it was closed out and has been confirmed. This is resolved.</p>	10 Min
Planning Board Report (Vacant)	<p>Share pertinent information from Planning Board.</p> <p>Minutes: Mr. Duckworth indicated there a site plan for inform review at an upcoming planning board and there was an open question as to whether or not the EOSC should be reviewing these site plans prior to acceptance of the formal application. Mr. Duckworth said he would follow up on this to understand the process.</p>	N//A
Highlands Report (Adam Duckworth)	<p>Share any developments related to the Highlands Act.</p> <p>Minutes: Mr. Duckworth indicated there was nothing to report.</p>	5 Min
MWA Report (Erik Henriksen)	<p>Share any pertinent information from the MWA.</p> <p>Minutes: Mrs. Lawler noted that River Watcher data collection was happening this weekend and the annual water quality report will be available soon and will be distributed to Environmental Commission Chairman.</p>	5 Min
RHA Report (Nancy Lawler)	<p>Share any pertinent information from the RHA.</p> <p>Minutes: Mrs. Lawler noted that well testing will be held on May 7th with kits needing to be returned on May 9th. Mr. Newman stated there was a sign downstairs that we can use to advertise event.</p>	5 Min
Correspondence (Adam Duckworth)	<p>Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members.</p> <p>Minutes: Mr. Duckworth noted there was no formal correspondence and the team indicated there was no informal correspondence.</p>	5 Min

Topic	Intent/Materials	Time
Portfolio Review	<p>Project Leads to provide status report and next steps for active and upcoming projects.</p> <ul style="list-style-type: none"> • Bunnvale Grant • Litter Cleanup • Farm Passport Challenge • Well Testing • Goracy Trail • Memorial Park Bio-Blitz • Recycling Actions <p>Minutes: Mrs. Hardy indicated that we'll know the outcome of the Bunnvale Grant by the May meeting. Mr. Duckworth indicated the litter clean-up has been a resounding success with more than 200 participants, including a large group of Woodglen school children. Mr. Duckworth encouraged those EOSC members who haven't yet addressed their adopted roads to do so. Mr. Duckworth indicated that the 2016 Farm Passport was in development and will be included in the upcoming newsletter.</p>	45 Min