

Lebanon Township Environmental & Open Space Commission

Agenda

May 16th, 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 April Meeting Minutes.	5 Min
General Admin (Adam Duckworth)	<ul style="list-style-type: none"> • Slack “Do Not Disturb” 	0 Min
Newsletter	<p>Summer newsletter deadline was May 1st. Articles submitted included:</p> <ul style="list-style-type: none"> • Litter Cleanup - Summary (Maria Naccarato) • Farm Passport – Kickoff (Laura Morrison/Adam Duckworth) • Grass Clippings (Adam Mickley) <p>Fall newsletter deadline is August 1st. Articles on the docket include:</p> <ul style="list-style-type: none"> • Farm Passport (Adam Duckworth) • Composting (Adam Mickley) • Brid Survey Outcome for Memorial Park (Sharon Petzinger) <p>Backlog:</p> <ul style="list-style-type: none"> • Proper Use of Pesticides and Herbicides (target Spring 2016) • Organic Methods • Invasive Species • Fire Risk Reduction on Your Property 	10 Min
Budget Report (Adam Duckworth)	<p>Review and align on current state budget for EOOSC, Sustainable Jersey grant and trail grant. Review outstanding reimbursements. Review upcoming spending.</p> <ul style="list-style-type: none"> • Budget Summary (Actual and Planned Spend) • Duckworth Reimbursement Request 	15 Min
Planning Board Report (Vacant)	Share pertinent information from Planning Board.	5 Min
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

Topic	Intent/Materials	Time
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
Special Topics	Introduce for discussion any special topics outside of the standard agenda. <ul style="list-style-type: none"> • Scribble Maps Proof of Concept 	15 Min
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 (Priority) • Memorial Park Bio-Blitz • Recycling Actions (Priority) 	45 Min

Lebanon Township Environmental & Open Space Commission Minutes

May 16th, 2016

ROLL CALL

Meeting called to order with a quorum at: 7:07 PM.

EOSC Member	Role	Attendance
Adam Duckworth	Chairman, Planning Board Liaison	X
Sharon Petzinger	Member	No
Warren Newman	Member	X
Erik Jan Henriksen	Member	No
Nancy Lawler	Member	No
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.	15 Min
Presentation of Minutes (Adam Duckworth)	Review and approval of April Meeting Minutes. Minutes: Mr. Newman made motion to approve, Mrs. Petzinger seconded the motion and unanimously approved.	5 Min
General Admin (Adam Duckworth)	<ul style="list-style-type: none"> • Slack “Do Not Disturb” Minutes: Mr. Duckworth stated that a new feature has been introduced to Slack whereas notifications are not active from 8AM-8PM and that team members should deactivate this feature so that they don’t miss communications. Ms. Koch noted that this feature is unnecessary as most people simply silence their entire mobile device during off-hours.	0 Min

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Newsletter	<p>Summer newsletter deadline was May 1st. Articles submitted included:</p> <ul style="list-style-type: none"> • Litter Cleanup - Summary (Maria Naccarato) • Farm Passport – Kickoff (Laura Morrison/Adam Duckworth) • Grass Clippings (Adam Mickley) <p>Fall newsletter deadline is August 1st. Articles on the docket include:</p> <ul style="list-style-type: none"> • Farm Passport (Adam Duckworth) • Composting (Adam Mickley) • Bird Survey Outcome for Memorial Park (Sharon Petzinger) • Well Testing Summary (Kathy Koch) <p>Backlog:</p> <ul style="list-style-type: none"> • Proper Use of Pesticides and Herbicides (target Spring 2016) • Organic Methods • Invasive Species • Fire Risk Reduction on Your Property <p>Minutes: Mr. Duckworth reviewed the listing.</p>	10 Min																														
Budget Report (Adam Duckworth)	<p>Review and align on current state budget for EOOSC, Sustainable Jersey grant and trail grant. Review outstanding reimbursements. Review upcoming spending.</p> <ul style="list-style-type: none"> • Budget Summary (Actual and Planned Spend) • Duckworth Reimbursement Request <p>Minutes: Mr. Duckworth reviewed a summary of the budget with the team. Mr. Duckworth indicated he had a reimbursement request for a small amount and the committee decided these small reimbursement requests did not require approval.</p> <table border="1" data-bbox="415 1220 1390 1409"> <thead> <tr> <th>Fund</th> <th>Total</th> <th>Spend (Actual)</th> <th>Spend (Planned)</th> <th>Remaining</th> </tr> </thead> <tbody> <tr> <td>2015 EOOSC Municipal Budget</td> <td>\$1,000</td> <td>\$995</td> <td>\$0</td> <td>\$0</td> </tr> <tr> <td>2016 EOOSC Municipal Budget</td> <td>\$1,000</td> <td>\$410</td> <td>\$160</td> <td>\$590</td> </tr> <tr> <td>2014 Sustainable Jersey Grant</td> <td>\$2,000</td> <td>\$588</td> <td>\$450</td> <td>\$1,412</td> </tr> <tr> <td>2010 Trail Grant</td> <td>\$7,232</td> <td>\$3,573</td> <td>\$0</td> <td>\$3,659</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td>\$5,660</td> </tr> </tbody> </table>	Fund	Total	Spend (Actual)	Spend (Planned)	Remaining	2015 EOOSC Municipal Budget	\$1,000	\$995	\$0	\$0	2016 EOOSC Municipal Budget	\$1,000	\$410	\$160	\$590	2014 Sustainable Jersey Grant	\$2,000	\$588	\$450	\$1,412	2010 Trail Grant	\$7,232	\$3,573	\$0	\$3,659	Total				\$5,660	15 Min
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Planning Board Report (Vacant)	<p>Share pertinent information from Planning Board.</p> <p>Minutes: Mr. Duckworth noted that there was still lack of clarity as to when EOOSC gets embedded in the site plan review process.</p>	5 Min																														
Highlands Report (Adam Duckworth)	<p>Share any developments related to the Highlands Act.</p> <p>Minutes: Mr. Duckworth indicated he had nothing to report and there was no other news from those present.</p>	5 Min																														

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MWA Report (Erik Henriksen)	Share any pertinent information from the MWA. Minutes: Mr. Duckworth shared an update on the fish kill and indicated that Mrs. Lawler had stated that the brook along Hollow road was something to think about when asked what Lebanon Township could learn from this recent incident. Mr. Mickley asked if that brook was where a truck accident had occurred a couple of years ago where fuel had spilled. He indicated that there might be some existing data on water quality because of that accident. Mr. Newman shared an observation that a tanker truck parks overnight along the river near Goronsky's. Mrs. Koehler offered an idea to apply signage to certain streets or update GPS routing so that trucks aren't directed down these streets.	5 Min
RHA Report (Nancy Lawler)	Share any pertinent information from the RHA. Minutes: Nothing to report – Mrs. Lawler was not present.	5 Min
Correspondence (Adam Duckworth)	Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members. Minutes: Nothing to report.	5 Min
Special Topics	Introduce for discussion any special topics outside of the standard agenda. <ul style="list-style-type: none"> • Scribble Maps Proof of Concept Minutes: Mr. Duckworth demonstrated the Scribble Maps online mapping tool and suggested the team adopt this tool as a mechanism for mapping important properties. There was a positive response to the use of the tool and Mr. Duckworth noted he would try and find an intern to populate pertinent parcel data.	15 Min

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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 (Priority) • Memorial Park Bio-Blitz • Recycling Actions (Priority) <p>Minutes: Ms. Hardy indicated she spoke with Chris Mikolajczyk from Princeton Hydro and there are no results yet with respect to the outcome of the grant application.</p> <p>Mr. Duckworth provided an update on the litter cleanup and indicated that certificates will be awarded to Woodglen students at the upcoming Township Committee meeting on May 18th.</p> <p>Mr. Duckworth indicated that the Farm Passport Challenge will be launching on July 1st and that this year's Passport was embedded in the Township newsletter.</p> <p>Ms. Koch stated that there is no longer a limit on the number of well test kits we sell because a preliminary test is done first to determine which samples require the subsequent, more involved test. She indicated that one individual was upset because they did not get their radon results last year. Ms. Koch said she would follow up with Mara to determine when the data will be available to us. There is an opportunity next year for us to offer free pH test kits.</p> <p>Ms. Hardy shared an update regarding the Goracy parcel and will meet with Mr. Duckworth to determine next steps.</p> <p>Ms. Koch made a motion to adjourn at 8:40 PM, Mr. Newman seconded followed by unanimous approval.</p>	45 Min