

Lebanon Township Environmental & Open Space Commission

Agenda

May 15th, 2017

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. The following people are approving minutes based on their attendance at the last meeting: Mr. Duckworth, Mr. Henriksen, Ms. Hardy, Ms. Petzinger, Ms. Koch, and Mr. Newman. | 10 Min |
| General Admin (Adam Duckworth) | <ul style="list-style-type: none"> • Focus on Discussion Topics, Not Updates • Success! <ul style="list-style-type: none"> ○ Record turnout for litter cleanup ○ Record turnout for well testing ○ 1st Pollinator Fair a success – 85 kids visited EOSC planting station • Marty Collett Township Committee Approval/EOSC Reorganization <ul style="list-style-type: none"> ○ see Attachment 3 • Litter Cleanup Township Committee Recognition • Forest Stewardship Rule Commentary • JCP&L Follow-Up | 20 Min |
| Newsletter | <p>Summer newsletter deadline is August 1st. Articles on the docket include:</p> <ul style="list-style-type: none"> • To be Decided <p>Submitted in Summer Newsletter</p> <ul style="list-style-type: none"> • Litter Cleanup Success Story (Maria Naccarato) • Ash Tree & Emerald Ash Borer (Sharon Petzinger)? • Ticks (Erik Henriksen)? <p>Backlog:</p> <ul style="list-style-type: none"> • Proper Use of Pesticides and Herbicides (target Summer 2016) • Organic Methods • Invasive Species | 5 Min |

| Topic | Intent/Materials | Time |
|-------------------------|--|--------|
| Reports | Provide updates on the following standard topics below; see pre-submitted updates in Attachment 1 . <ul style="list-style-type: none"> • EOSC Budget (Duckworth) • Planning Board (Duckworth) • Highlands Act (Duckworth) • Musconetcong Watershed Association (Henriksen) • Raritan Headwaters Association (Lawler) • Sustainable Jersey (Duckworth) | 15 Min |
| Correspondence | Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members. <ul style="list-style-type: none"> • Office of the Hunterdon County Engineer – Notification of Public Hearing for Point Mountain Bridge Replacement (received March, 2017) | 5 Min |
| Focus Topics | A select set of topics that require deeper discussion. <ul style="list-style-type: none"> • Ash Tree Assessment • Lebanon Township Map • Open Space Plan Update • NJWSA Property Agreement Status • Goracy Experiment (including bird survey) | 20 Min |
| Program Review | Program Leads to provide brief status report and overview on next steps for active programs. Pre-submitted updates are requested prior to the meeting and included as part of the agenda to help ensure a timely meeting; see Attachment 2 . <ul style="list-style-type: none"> • Litter Cleanup (Naccarato) • Well Testing (Koch) | 20 Min |
| Portfolio Review | Project Leads to provide brief status report and overview on next steps for active projects. Pre-submitted updates are requested prior to the meeting and included as part of the agenda to help ensure a timely meeting; see Attachment 2 . <ul style="list-style-type: none"> • NJ Water Supply Property Agreement Refresh (Mickley) • Open Space and Preserved Property Mapping (Duckworth) • Bunnvale Grant (Hardy) • Goracy Trail (Hardy) • Recycling Actions (Mickley) | |

Attachment 1 – Reports: Pre-submitted Updates

EOSC Budget (Duckworth)

As per Duckworth on 15-May-2017, a reimbursement request will be submitted for \$172.15 for various costs associated with the litter cleanup, bee fair planting activity and the subscription fee for the online mapping tool.

Planning Board (Duckworth)

No update submitted prior to the meeting.

Highlands Act (Duckworth)

No update submitted prior to the meeting.

Musconetcong Watershed Association (Henriksen)

As per Mr. Henriksen on 15-May-2017, for the Musconetcong River Management Council (MRMC), the next meeting of the Musconetcong River Management Council is on June 20, 2017 at the Allamuchy Municipal Building, all are welcome.

For MWA, we met with the Executive Director of the Eastern Environmental Law Center and will use them when the need arises to ensure all due consideration is given to environmental aspects of the proposed Hampton development. Also, the sediment analysis behind the Warren Glen Dam is under way.

Raritan Headwaters Association (Lawler)

No update submitted prior to the meeting.

Sustainable Jersey (Duckworth)

No update submitted prior to the meeting.

Attachment 2 – Projects: Pre-submitted Updates

Open Space and Preserved Property Mapping

As per Mr. Duckworth on 15-May-2017, no work has been done on this mapping activity since the last meeting due to multiple programs in progress – litter cleanup, well testing and the pollinator fair. This mapping activity will become a focus again now that these programs are completed. Existing data that EOSC has must be verified against data that Mary Mastro has organized regarding open space and preserved farmland.

Bunnvale Grant

As per Ms. Hardy on 13-May-2017, on May 3, 2017, the Lebanon Township Committee voted to approve the Professional Service Appointment of Chris L. Mikolajczyk, CLM of Princeton Hydro for Professional Environmental Consulting Services for 2017, per Resolution No. 51-2017. Chris will prepare and submit on our behalf the 2017 Water Quality Restoration Grants for Nonpoint Source Pollution for a proposed rain garden to address the pooling of water at the Bunnvale Library. In addition, the Committee approved providing a Letter of Support signed by Mayor Marc Laul, to be included in the LT Bunnvale Rain Garden Grant Application to the NJDEP.

Chris submitted the grant application to the NJDEP on Thursday, May 4, 2017. Included in the grant application were 11 updated Letters of Support that had been previously submitted with the 2016 grant application. Below, is a link that Chris provided that will allow us to view/download the full application:

<https://drive.google.com/file/d/0B5BAni6avHOQLVZHa3R2a2owdWc/view?usp=sharing>

Note, as in 2016 & 2017, if we need to reapply for a rain garden grant in 2018, the following documents

need to be provided to the Township Committee for review prior to a vote on the resolution for a Professional Service Appointment & vote on providing a Letter of Support:

The proposed grant application consultant needs to provide "Pay to Play" documents to the Township Clerk which will then be forwarded to the Committee members for their review on the Friday before a regularly scheduled Township meeting. Pay to Play documents should include:

- 1) a Professional Services Proposal,
- 2) a Consulting Service Agreement,
- 3) a current Rate Schedule, and
- 4) Terms and Conditions.

Per the RFP, funding recommendations & notifications will occur "on or about June 3, 2017."

The link below is to access the NJDEP 2017 RFP:

http://www.state.nj.us/dep/wms/bears/docs/nps_grant_rfp_2017.pdf

Goracy Trail

As per Ms. Hardy on 13-May-2017, Ms. Hardy has not yet heard back from the landowner Vi Giaquinto regarding her review of the proposed Purchase Contract, so a follow up phone call to Vi will be made.

Recycling Actions

No update submitted prior to the meeting.

NJ Water Supply Property Agreement Refresh

No update submitted prior to the meeting.

Well Testing

As per Ms. Koch on 14-May-2017, this was a very good year for the well test program. We had a nearly 50% increase in participation! 87 basic kits were sold and 81 were returned. Mara Tippet, the RHA representative, will follow up on the non-returns to see if they want to drop off their samples in Flemington or Bedminster. One big help was Marra having a PayPal credit card system, which worked very well, thanks to the Verizon tower behind the municipal building.

Next year we will need more help as Nancy wants to hand this project over to me. Someone with some chemistry or biology knowledge would be good. My last chem class was in 1968. We get lots of questions and some people even brought jars of water on Saturday, thinking we were going to test it there. That bit of misinformation has to be addressed.

The data will be analyzed and we will get a report from RHA. It will enable us to track what areas are vulnerable. Several people expressed concern about arsenic in the Buffalo Hollow neighborhood. We will see who comes back with positive reading there.

Attachment 3 – Proposed EOSC Organizational Change

Current Membership

| Name | Role | Term |
|------------------|-------------------------------|-------------|
| Adam Duckworth | Chair, Planning Board Liaison | 3-yr. 2017 |
| Sharon Petzinger | Member | 3-yr. 2019 |
| Warren Newman | Member | 3-yr. 2019 |
| Nancy Lawler | Member | 3-yr. 2018 |
| Erik Henriksen | Member | 3-yr. 2017 |
| Deb Goodsite | Member | 3-yr. 2018 |
| Adam Mickley | Member | 3-yr. 2017 |
| Sharon Hardy | Alternate 1 | 3-yr. 2017 |
| Kathryn Koch | Alternate 2 | 3-yr. 2018 |

Proposed Membership

| Name | Role | Term |
|----------------------|-------------------------------|-------------|
| Adam Duckworth | Chair, Planning Board Liaison | 3-yr. 2017 |
| Sharon Petzinger | Member | 3-yr. 2019 |
| Warren Newman | Member | 3-yr. 2019 |
| Nancy Lawler | Member | 3-yr. 2018 |
| Erik Henriksen | Member | 3-yr. 2017 |
| Sharon Hardy | Member | 3-yr. 2018 |
| Adam Mickley | Member | 3-yr. 2017 |
| Kathryn Koch | Alternate 1 | 3-yr. 2017 |
| Marty Collett | Alternate 2 | 3-yr. 2018 |

Lebanon Township Environmental & Open Space Commission Minutes

May 15th, 2017

ROLL CALL

Meeting called to order with a quorum at: 7:04 PM. There were no other audience members in attendance at the start of the meeting but volunteer, Josh Shaffer, arrived shortly after.

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

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| Presentation of Minutes (Adam Duckworth) | Review and approval of April Meeting Minutes. The following people are approving minutes based on their attendance at the last meeting: Mr. Duckworth, Mr. Henriksen, Ms. Hardy, Ms. Petzinger, Ms. Koch, and Mr. Newman. Minutes: Mr. Duckworth asked for a motion to approve April Meeting Minutes. Mr. Henriksen made the motion, Ms. Hardy seconded and unanimously approved. |

| Topic | Intent/Materials |
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| <p>General Admin (Adam Duckworth)</p> | <ul style="list-style-type: none"> • Focus on Discussion Topics, Not Updates • Success! <ul style="list-style-type: none"> ○ Record turnout for litter cleanup ○ Record turnout for well testing ○ 1st Pollinator Fair a success – 85 kids visited EOSC planting station • Marty Collett Township Committee Approval/EOSC Reorganization <ul style="list-style-type: none"> ○ see Attachment 3 • Litter Cleanup Township Committee Recognition • Forest Stewardship Rule Commentary • JCP&L Follow-Up <p>Minutes: Mr. Duckworth stated that he would try to focus the team’s energy on discussion topics rather than just giving updates from past event so as to ensure a timely meeting. He briefly highlighted recent successes with the litter cleanup, well testing and the EOSC planting station at the Recreation Committee’s Bee Fair, thanking all the volunteers who helped make those events a success.</p> <p>Mr. Henriksen stated that it would have been great to show an active hive under glass at the bee fair and to consider this for next year.</p> <p>Mr. Duckworth reminded the team that Marty Collett was approved to join EOSC at the last meeting but stated Ms. Hardy had suggested we take this opportunity to allow for existing members to move up in membership status. Mr. Duckworth referenced Attachment 3, which shows Ms. Hardy moving from Alternate 1 to full member, Ms. Koch moving from Alternate 2 to Alternate 1 and Mr. Collett joining in the Alternate 2 spot. He asked if there were any questions or concerns on this proposal and there were none. He asked for a motion to approve EOSC member reorganization as outlined in Attachment 3. Mr. Mickley made the motion, Mr. Henriksen seconded and it was unanimously approved.</p> <p>Mr. Duckworth stated the topic of “Forest Stewardship Rule Commentary” would be deferred since Ms. Petzinger was not present.</p> <p>Mr. Duckworth stated that Mayor Laul had followed up with a JCP&L representative to learn more about their approach to remediating ash trees but had not yet received a response. Ms. Hardy stated that Committeeman Schmidt had spoken to Warren Gabriel, Road Supervisor from Department of Public Works (DPW), and he is aware of the ash tree problem. Mr. Gabriel and DPW have been actively working to remediate trees along the edge of the roads. Ms. Hardy stated that Mr. Gabriel would welcome any additional assessments or direction, such as an assessment of trees in Memorial Park.</p> |

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| Newsletter | <p>Summer newsletter deadline is August 1st. Articles on the docket include:</p> <ul style="list-style-type: none"> • To be Decided <p>Submitted in Summer Newsletter</p> <ul style="list-style-type: none"> • Litter Cleanup Success Story (Maria Naccarato) • Ash Tree & Emerald Ash Borer (Sharon Petzinger)? • Ticks (Erik Henriksen)? <p>Backlog:</p> <ul style="list-style-type: none"> • Proper Use of Pesticides and Herbicides (target Summer 2016) • Organic Methods • Invasive Species <p>Minutes: Mr. Duckworth stated that the deadline for the Fall Newsletter was August 1st and that some articles were recently submitted for the summer newsletter. He was not sure if Ms. Petzinger submitted the ash tree article and will follow up with her offline. Mr. Henriksen stated he did not submit an article on ticks as intended but will prepare a PDF for the school's virtual backpack and Township Facebook page. Mr. Duckworth agreed to help submit the article for the virtual backpack.</p> |
| Reports | <p>Provide updates on the following standard topics below; see pre-submitted updates in Attachment 1.</p> <ul style="list-style-type: none"> • EOSC Budget (Duckworth) • Planning Board (Duckworth) • Highlands Act (Duckworth) • Musconetcong Watershed Association (Henriksen) • Raritan Headwaters Association (Lawler) • Sustainable Jersey (Duckworth) <p>Minutes: Mr. Duckworth stated that a proposed timeline for update of the Open Space and Recreation Plan will be shared by Committeeman Schmidt with the Planning Board tomorrow for discussion. Ms. Hardy stated that while the plan update must be completed by the end of the year, the timeline for update of the open space priorities and map update is August. The Commission will need to focus on this over the next three meetings to get this completed on a short timeline.</p> |
| Correspondence | <p>Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members.</p> <ul style="list-style-type: none"> • Office of the Hunterdon County Engineer – Notification of Public Hearing for Point Mountain Bridge Replacement (received March, 2017) <p>Minutes: Mr. Duckworth stated that he had received the correspondence referenced above in March but forgot to notify the Commission at the April meeting. He asked if anyone received other correspondence. There was none.</p> |
| Focus Topics | A select set of topics that require deeper discussion. |

| Topic | Intent/Materials |
|-------|---|
| | <ul style="list-style-type: none"> • Ash Tree Assessment • Lebanon Township Map • Open Space and Recreation Plan Update • NJWSA Property Agreement Status • Goracy Experiment (including bird survey) <p>Minutes: The ash tree assessment had been covered in earlier conversations and was not further discussed at this point.</p> <p>Mr. Duckworth provided content regarding the Township map in that its intent is to build awareness of interesting locations within and around the Township, such as parks and trail. He stated that it is expected Township Committee would be engaged prior to pursuing the effort in earnest but wanted to gather some details in order to have a thoughtful conversation with Township Committee. He asked Mr. Shaffer to share the information about map creation that he had compiled thus far. Mr. Shaffer stated that printing of a tri-fold brochure on 100 lb. glossy paper would be as follows: 250 for \$201, 500 for \$329 or 1000 for \$420. He was unsure what size of paper those prices reflected. He stated he would use a program such as InDesign or something similar to create the digital file and that the software likely has to be purchased.</p> <p>Mr. Duckworth asked the team what other things would be good to highlight on a map in order to get people out and exploring their community. Ms. Koch stated that fishing access would be good to highlight. Mr. Henriksen stated local farm stands would also be good. Ms. Hardy suggested some of the top historic sites and Bunnvale Library. Mr. Duckworth said he would share the Historians' scavenger hunt map with Mr. Shaffer so some of those locations can be included.</p> <p>Mr. Duckworth asked Mr. Mickley about the status of the NJ Water Supply Property Maintenance Agreement. Mr. Mickley stated he had gone back and forth on revisions with Julie Shelly and that Ms. Shelley offered to come to an EOSC meeting for further discussion if the commission desired. Mr. Duckworth asked if Mr. Mickley was satisfied with the responses and if we were at a point where the agreement can be submitted to our attorney for review. Mr. Mickley said yes. Ms. Hardy stated that she will run the proposed agreement by Committeeman Schmidt to get his feedback. Mr. Duckworth asked commission members to review the Q&A that Mr. Mickley had posted on Slack and provide input by the end of the week so it can then be shared with the Township attorney. Ms. Hardy stated the contract would have to be submitted to Karen Sandorse by June 1st. Mr. Duckworth asked for a motion to present the proposed contract to the Township Committee on June 7th assuming commission members have not submitted additional feedback by 22-May-2017 that would warrant subsequent discussion. Mr. Henriksen made the motion, seconded by Ms. Koch and unanimously approved.</p> <p>Mr. Mickley asked about the Eagle Scout project and Mr. Duckworth stated that Amzie Clawson had sought a project elsewhere as the timeline for the Goracy work would not align with his required timing for an Eagle Scout project.</p> <p>Mr. Duckworth reminded the team that at the last meeting Ms. Petzinger had asked about doing another bird survey this year and where it should be done. Mr. Duckworth stated he had thought about this and had the notion that we should pick a small piece of open space to focus on driving holistic management and sustainability, such as removing invasive species, trail maintenance, sign postings, etc. He suggested the Goracy tract as a test case since it is a small parcel and there will hopefully be trail work needed later this year. He asked the team for their thoughts. Ms. Hardy stated that the Department of Public Works (DPW) can now support trail maintenance activities as they are fully staffed and suggested we come up with a working list of trail maintenance requests for Committeeman Schmidt's review. He can then bring it to</p> |

| Topic | Intent/Materials |
|--------------------------------|--|
| | <p>the Township Committee. Mr. Henriksen said the Goracy tract is a good choice since it's small and manageable. Mr. Mickley agreed to continue to liaise with Ms. Shelley as we identify required activities that we would want to pursue on Goracy.</p> |
| <p>Program Review</p> | <p>Program Leads to provide brief status report and overview on next steps for active programs. Pre-submitted updates are requested prior to the meeting and included as part of the agenda to help ensure a timely meeting; see Attachment 2.</p> <ul style="list-style-type: none"> • Litter Cleanup (Naccarato) • Well Testing (Koch) <p>Minutes: Mr. Duckworth stated that a status update for these two programs was included in the agenda and we would not discuss these in depth. Ms. Koch highlighted that she did have a lesson learned from this year's well testing which was to contact Karen Sandorse early in the planning process since it involves opening the building. She stated this would apply for any function.</p> |
| <p>Portfolio Review</p> | <p>Project Leads to provide brief status report and overview on next steps for active projects. Pre-submitted updates are requested prior to the meeting and included as part of the agenda to help ensure a timely meeting; see Attachment 2.</p> <ul style="list-style-type: none"> • NJ Water Supply Property Agreement Refresh (Mickley) • Open Space and Preserved Property Mapping (Duckworth) • Bunnvale Grant (Hardy) • Goracy Trail (Hardy) • Recycling Actions (Mickley) <p>Minutes: With respect to the acquisition of the parcel neighboring the Goracy tract, Ms. Hardy stated that she has left a voicemail for the property owner.</p> <p>Ms. Hardy stated that Committeeman Schmidt has done the first walk-through of the Red Mill property with Quest Environmental and that the next step is demolition of the existing structures. The final request will be submitted to Green Acres. Mr. Henriksen stated that he the above-ground oil tank being removed.</p> <p>Ms. Hardy stated there was interest in doing another dumpster day in the fall. Ms. Koch asked about a shredding day. Ms. Hardy stated there is another shredding day in the fall, as well.</p> <p>Mr. Henriksen stated that one of the disposal companies did not come through in support of the MWA river cleanup and asked if there was a municipal dumpster that can be used. Mr. Duckworth suggested speaking to Mayor Laul.</p> <p>Mr. Duckworth asked for a motion to adjourn the meeting at 8:30PM. Mr. Henriksen made the motion, Ms. Koch seconded and unanimously approved.</p> |