

# Lebanon Township Environmental & Open Space Commission

## Agenda

July 2<sup>nd</sup>, 2018

### 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 first 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
<b>Kickoff, Roll Call &amp; Connecting Moment</b>	Call meeting to order and take roll call.	10 Min
<b>Presentation of Minutes</b>	Review and approval of June Meeting Minutes. All commission members can approve except for Ms. Petzinger and Mr. Collett who were not present at the June meeting.	10 Min
<b>General Admin</b>	<ul style="list-style-type: none"> <li>• Rescheduling of September 3<sup>rd</sup> meeting (Labor Day) and November 5<sup>th</sup> meeting (Mr. Mickley to run the meeting?)</li> <li>• Planning Board meeting highlight – groundwater recharge basin accepted into site plan</li> <li>• Liaison updates (Marc Laul)</li> <li>• SJ Grant Report Approval</li> <li>• High Bridge EOSC – Jeanie Baker – Green Team Hub</li> </ul>	15 Min
<b>Newsletter</b>	Fall newsletter deadline is August 1 <sup>st</sup> . Articles on the docket include: <ul style="list-style-type: none"> <li>• Red Mill Race Preserve History (Koch)</li> <li>• LT Well Testing Results (Koch)</li> </ul> Backlog: Invasive Species, Christian Crossroads Dam Removal/History	5 Min
<b>Correspondence</b>	Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members. All correspondence when possible is scanned and stored digitally in a public access Google Drive folder at <a href="https://drive.google.com/open?id=0B14m3wFylheUWjBjNEkwalU4TGc">https://drive.google.com/open?id=0B14m3wFylheUWjBjNEkwalU4TGc</a> . <ul style="list-style-type: none"> <li>• Sustainable Jersey Capacity Building Grant Report Acceptance Email (Attachment 2)</li> </ul>	0 Min
<b>Focus Topics</b>	A select set of topics that require deeper discussion. <ul style="list-style-type: none"> <li>• Red Mill Race Preserve               <ul style="list-style-type: none"> <li>○ Reminder July 7<sup>th</sup> for 2<sup>nd</sup> event</li> <li>○ Next steps with “Hendra property”</li> <li>○ Bird survey</li> <li>○ Picnic table plans</li> </ul> </li> </ul>	40 Min

Topic	Intent/Materials	Time
	<ul style="list-style-type: none"> <li>○ Management Plan</li> </ul>	
<b>Reports</b>	<p>Provide updates on the following standard topics below; any pre-submitted updates are included in <b>Attachment 1</b>.</p> <p><u>Programs</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Litter Cleanup (Naccarato)</li> <li><input type="checkbox"/> Well Testing (Koch)</li> </ul> <p><u>Projects</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> NJ Water Supply Property Agreement Refresh (Mickley)</li> <li><input type="checkbox"/> Red Mill Property Clean-up Event</li> </ul> <p><u>Township Open Space</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Block 35, Lot 88 (Red Mill Race Preserve)</li> </ul> <p><u>Active Preservation Efforts</u></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Block 36, Lot 17 – “Goracy Trail”</li> <li><input type="checkbox"/> Block 24, Lot 16 – “Hickory Run Rd. DEP Preservation”</li> <li><input type="checkbox"/> Block 10, Lot 41 – “Buffalo Hollow Hagedorn/Voorhees Link”</li> <li><input type="checkbox"/> Block 30, Lot 20 – “SADC Hagedorn Connection”</li> <li><input checked="" type="checkbox"/> Block 36, Lot 39 – “Miquin/Red Mill Link”</li> <li><input type="checkbox"/> Multiple Parcels – “Pt. Mountain/Teetertown Link”</li> <li><input type="checkbox"/> Block 57, Lot 13 – “Denton Property”</li> <li><input type="checkbox"/> Block 36, Lot 36 – “Hoffman Estate”</li> </ul> <p><u>Administrative</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> EOSC Budget (Duckworth)</li> <li><input type="checkbox"/> Planning Board (Duckworth)</li> <li><input type="checkbox"/> Highlands Act (Duckworth)</li> <li><input type="checkbox"/> Musconetcong Watershed Association (Henriksen)</li> <li><input type="checkbox"/> Raritan Headwaters Association (Lawler)</li> <li><input type="checkbox"/> Sustainable Jersey (Duckworth)</li> </ul> <p><b>Minutes:</b> Harvest Festival -</p>	10 Min

## Attachment 1: Reports

### Block 36, Lot 17 - “Goracy Trail”

As per Ms. Hardy on 01-Jul-2018, the landowner would like to finalize her property survey before proceeding with the LT project. She remains supportive and we will continue to follow up with her.

### Block 36, Lot 39 – “Miquin/Red Mill Link”

As per Mr. Duckworth on 02-Jul-2018, the landowner, who is currently undergoing a State Agricultural Development Committee (SADC) Farmland Preservation application, is not interested in a trail easement as per Stefanie Miller, SADC Regional Acquisitions Coordinator. We can consider this preservation effort closed.

## Attachment 2

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### HIGH PRIORITY: Lebanon Township 2013 PSEG 2K Capacity Building Grant - Final Report

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Sustainable Jersey Grants <grants@sustainablejersey.com>  
To: Adam Duckworth <adam.duckworth@gmail.com>

Wed, Jun 27, 2018 at 11:33 AM

Good Morning Adam,

I am happy to tell you that the final report for Lebanon Township's \$2,000 grant funded by PSEG in 2013 has been approved. Congratulations on completing your capacity building project!

Some things to consider for next time you receive a grant and submit a final report: please be sure to recognize sponsors, in this case, Sustainable Jersey for Schools and PSEG, whenever possible on promotional materials. Also, in the future, the amount of funds from a \$2,000 grant spent on promotional materials such as prizes is limited to \$500.

We encourage you to apply for certification next year! You can likely use this project to get points toward certification under many of the Community Partnership & Outreach actions, such as the [Community Education and Outreach](#) action and the [Green Challenges and Community Programs](#) action. Be sure to upload documentation of your project in one of these actions next time you submit for certification in order to capitalize on the benefits of completing your grant project.

Once again, congratulations! You did a really fantastic job; we really appreciate the time you took to provide us with such a detailed and thorough report. The grant is now closed and Lebanon Township is now eligible to apply for future \$2,000 Sustainable Jersey grants.

Sincerely,

Kaitlyn R. Vollmer

Sustainable Jersey @  
Sustainability Institute at The College of New Jersey  
Forcina Hall, 3rd Floor  
P.O. Box 7718  
Ewing, NJ 08628-0718  
[grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)  
609-771-3189

# Lebanon Township Environmental & Open Space Commission

## Minutes

July 2<sup>nd</sup>, 2018

### ROLL CALL

EOSC Member	Role	Attendance
Adam Duckworth	Chairman, Planning Board Liaison	X
Sharon Petzinger	Member	X
Warren Newman	Member	No
Erik Jan Henriksen	Member	No
Nancy Lawler	Member	No
Sharon Hardy	Member	X 7:50PM
Adam Mickley	Member	X
Kathy Koch	Alternate 1	X
Marty Collett	Alternate 2	X 7:40PM

### MEETING MINUTES

Topic	Intent/Materials	Time
<b>Kickoff, Roll Call &amp; Connecting Moment</b>	<p>Call meeting to order and take roll call.</p> <p><b>Minutes:</b> Mr. Duckworth called the meeting to order at 7:37PM and took role call. In addition to the EOSC members noted above, Committeeman Laul was in attendance. Note that Mr. Collett and Ms. Hardy were not present when the meeting was called to order but arrived at the times noted above.</p>	10 Min
<b>Presentation of Minutes</b>	<p>Review and approval of June Meeting Minutes. All commission members can approve except for Ms. Petzinger and Mr. Collett who were not present at the June meeting.</p> <p><b>Minutes:</b> At the beginning of the meeting, there was not a quorum to approve June Meeting Minutes. After Ms. Hardy's arrival at 7:50PM, Mr. Duckworth asked if there was any feedback on the Minutes; there was none. A motion was made to approve June Meeting Minutes by Mr. Mickley, seconded by Ms. Koch and unanimously approved.</p>	10 Min

Topic	Intent/Materials	Time
General Admin	<ul style="list-style-type: none"> <li>• Rescheduling of September 3<sup>rd</sup> meeting (Labor Day) and November 5<sup>th</sup> meeting (Mr. Mickley to run the meeting?)</li> <li>• Planning Board meeting highlight – groundwater recharge basin accepted into site plan</li> <li>• Liaison updates (Marc Laul)</li> <li>• SJ Grant Report Approval</li> <li>• High Bridge EOSC – Jeanie Baker – Green Team Hub</li> </ul> <p><b>Minutes:</b> Mr. Duckworth acknowledged that the September EOSC meeting falls on Labor Day and will need to be rescheduled. He will work with the team offline to decide on a new date.</p> <p>Mr. Duckworth stated that at the last Planning Board meeting, a Site Plan was reviewed for Aqua NJ and they accepted his recommendation to incorporate a groundwater recharge basin into their site plan even though it was not required by regulation.</p> <p>Mr. Duckworth stated that Sustainable Jersey (SJ) has accepted their grant report and provided positive feedback on the good work done by our volunteers over the past couple of years. He highlighted that the email from SJ was attached to the agenda. He asked Mr. Mickley and Mr. Collett if one of them would be willing to take the lead to get us certified next year. Mr. Mickley agreed to take the lead and Mr. Collett stated he would help. Mr. Duckworth said he would send along any SJ materials he had.</p> <p>Ms. Koch stated that she had come across Jeanie Baker, who leads the High Bridge EOSC and that she was interested in working together on some projects. Mr. Duckworth stated that she also reached out through the Green Team Facebook page and the EOSC email address. He said he corresponded with her and that she was interested in starting an SJ hub with us and a third town. Mr. Duckworth said he planned to meet Jeanie in person to discuss further.</p> <p>Mr. Duckworth asked Mr. Laul if he had anything to share as liaison. Mr. Laul stated that he would be reaching out to all standing committees to discuss how they manage their documents and email correspondence. He stated he would be working on a policy. He would like to learn more about the types of documents that EOSC creates and how the team is using Google Drive. Ms. Petzinger stated that the state does not like Google Drive and has adopted SharePoint. Mr. Laul acknowledged that the Township does not have a standard way to manage electronic documents and he will be looking into that. Mr. Duckworth agreed to send him a list of common types of documents the team creates.</p>	15 Min

Topic	Intent/Materials	Time
<b>Newsletter</b>	<p>Fall newsletter deadline is August 1<sup>st</sup>. Articles on the docket include:</p> <ul style="list-style-type: none"> <li>• Red Mill Race Preserve History (Koch)</li> <li>• LT Well Testing Results (Koch)</li> </ul> <p>Backlog: Invasive Species, Christian Crossroads Dam Removal/History</p> <p><b>Minutes:</b> Mr. Duckworth reminded the team of the August newsletter deadline. He asked Ms. Koch if she was still planning to write the two articles. Ms. Koch said that writing the well testing article will depend on when Mara gets her the information. She also stated that she is writing a longer article about Red Mill Race Preserve for other venues and then will narrow it down for the newsletter.</p>	5 Min
<b>Correspondence</b>	<p>Acknowledge and share any formal correspondence received by EOSC chair or informal correspondence received by EOSC members. All correspondence when possible is scanned and stored digitally in a public access Google Drive folder at <a href="https://drive.google.com/open?id=0B14m3wFylheUWjBjNEkwalU4TGc">https://drive.google.com/open?id=0B14m3wFylheUWjBjNEkwalU4TGc</a>.</p> <ul style="list-style-type: none"> <li>• Sustainable Jersey Capacity Building Grant Report Acceptance Email (Attachment 2)</li> </ul> <p><b>Minutes:</b> Mr. Duckworth acknowledged the attached grant report acceptance email and that it was discussed earlier in the meeting. There was no other correspondence.</p>	0 Min
<b>Focus Topics</b>	<p>A select set of topics that require deeper discussion.</p> <ul style="list-style-type: none"> <li>• Red Mill Race Preserve <ul style="list-style-type: none"> <li>○ Reminder July 7<sup>th</sup> for 2<sup>nd</sup> event</li> <li>○ Next steps with “Hendra property”</li> <li>○ Bird survey</li> <li>○ Picnic table plans</li> <li>○ Management Plan</li> </ul> </li> </ul> <p><b>Minutes:</b> Mr. Duckworth reminded the team about the upcoming trail-building event on July 7<sup>th</sup>. He stated the conversation on the Hendra property would be deferred since Mayor Schmidt was not present. He asked Ms. Petzinger about the bird survey. Ms. Petzinger said it was completed and was posted on eBird.org; she highlighted the Louisiana Waterthrush was an interesting observation, but generally the bird species observed were expected in an area like this.</p>	40 Min

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<b>Reports</b>	<p>Provide updates on the following standard topics below; any pre-submitted updates are included in <b>Attachment 1</b>.</p> <p><u>Programs</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Litter Cleanup (Naccarato)</li> <li><input type="checkbox"/> Well Testing (Koch)</li> </ul> <p><u>Projects</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> NJ Water Supply Property Agreement Refresh (Mickley)</li> <li><input type="checkbox"/> Red Mill Property Clean-up Event</li> </ul> <p><u>Township Open Space</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Block 35, Lot 88 (Red Mill Race Preserve)</li> </ul> <p><u>Active Preservation Efforts</u></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Block 36, Lot 17 – “Goracy Trail”</li> <li><input type="checkbox"/> Block 24, Lot 16 – “Hickory Run Rd. DEP Preservation”</li> <li><input type="checkbox"/> Block 10, Lot 41 – “Buffalo Hollow Hagedorn/Voorhees Link”</li> <li><input type="checkbox"/> Block 30, Lot 20 – “SADC Hagedorn Connection”</li> <li><input checked="" type="checkbox"/> Block 36, Lot 39 – “Miquin/Red Mill Link”</li> <li><input type="checkbox"/> Multiple Parcels – “Pt. Mountain/Teetertown Link”</li> <li><input type="checkbox"/> Block 57, Lot 13 – “Denton Property”</li> <li><input type="checkbox"/> Block 36, Lot 36 – “Hoffman Estate”</li> </ul> <p><u>Administrative</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> EOSC Budget (Duckworth)</li> <li><input type="checkbox"/> Planning Board (Duckworth)</li> <li><input type="checkbox"/> Highlands Act (Duckworth)</li> <li><input type="checkbox"/> Musconetcong Watershed Association (Henriksen)</li> <li><input type="checkbox"/> Raritan Headwaters Association (Lawler)</li> <li><input type="checkbox"/> Sustainable Jersey (Duckworth)</li> </ul> <p><b>Minutes:</b> Mr. Duckworth asked each team member if there were any other topics for discussion.</p> <p>Mr. Laul stated that as a result of the direct install evaluation, two of the five Township building have qualified for upgrades. Mr. Duckworth suggested that Mr. Mickley connect with Mr. Laul at some point as there are energy actions within the SJ framework that might be completed as a result of the work being done by Mr. Laul.</p> <p>A motion was made to adjourn the meeting at 8:37PM by Ms. Hardy, seconded by Mr. Collett and unanimously approved.</p>	10 Min