

**MINUTES
MORRIS COUNTY
OPEN SPACE PRESERVATION TRUST FUND COMMITTEE
30 Schuyler Place, 4th Floor, Morristown, New Jersey
March 21, 2011**

The meeting was called to order at 7:35 P.M. by Protem Chairperson O'Connor.

Members present:

Julie Baron, Morris County Park Commission
Robert Collins, Region VI - Kinnelon
Paula Danchuk, Region III – Mount Arlington
Louise Davis, Morris County Agriculture Development Board
Joe Donegan, At-Large
Ted Eppel, Morris County Planning Board
Len Fariello, Region VII – Hanover
Jasmine Lim, Region V – Parsippany-Troy Hills
Kathy Murphy, Region I – Mount Olive
Deborah Nielson, At-Large
Michael Obremski, Region II – Randolph
William O'Connor, Region VIII – Chatham Township
Greg Poff, Region IV – Rockaway Township
Laura Szwak, Morris County Municipal Utilities Authority

Also attending:

Frank T. Pinto, Jr., Director, Morris County Department of Planning & Development
Ray Chang, Director, Morris County Preservation Trust
Barbara Murray, Open Space Program Coordinator, Morris County Preservation Trust

Members of the public:

None

WELCOME

Director Frank Pinto welcomed the new and returning members to the 2011 committee. He thanked the members for their time serving on the committee and commended their due diligence in the review of each year's applications. Members and staff introduced themselves. Mr. Pinto advised the committee Mr. William O'Connor was Vice-Chairperson last year and would chair tonight's meeting since last year's Chairperson was no longer on the committee. Elections for officers for 2011 would occur at the next meeting.

OPEN PUBLIC MEETING STATEMENT

Protem Chairperson O'Connor stated that, in accordance with the Open Public Meetings Acts, adequate notice of the meeting had been provided and filed with the Town of Morristown, the Morris County Clerk, the Daily Record and the Star Ledger.

APPROVAL OF MINUTES

On a motion by Julie Baron, seconded by Louise Davis, the committee approved the minutes of the December 15, 2010 meeting. A roll call vote was taken.

Aye: Baron, Collins, Davis, Donegan, Fariello, Obremski, Szwak Nay: None

Abstain: Danchuk, Eppel, Lim, Murphy, Nielson, O'Connor, Poff

STAFF REPORT

1. Mr. Pinto discussed P.L. 1997, Chapter 24, the state enabling legislation which permits the creation of a county open space trust fund. Chapter 24 provides the basis for the Rules and Regulations which govern Morris County's Open Space Trust Fund.
2. Ms. Barbara Murray reviewed the Trust Fund Rules and Regulations with the Committee. She stated the Rules were merged with those for the Historic Preservation Program into one document last year. Mr. Pinto stated the most recent revision amended the composition of the committee to add a third At-Large appointee to replace the Morris Tomorrow representative due to the dissolution of that organization.
3. Ms. Murray described the role of regional representatives. She noted that although the primary role of representatives is to review and make annual recommendations to the Board of Chosen Freeholders on open space applications, regional representatives also provide valuable expertise and local knowledge about projects. Ms. Murray outlined membership responsibilities. She mentioned each member was required to submit a financial disclosure form, identifying their membership on the County's Open Space Trust Fund Committee. She stated copies of the form could be accessed from the Department of Community Affairs website.
4. Mr. Pinto reviewed the County's policies governing Conflict of Interest and Attendance at Meetings with the committee.

NEW BUSINESS

1. Project Status Report – Ms. Murray reviewed the list of recent and projected closings with the committee.
2. Ms. Murray and Mr. Pinto reviewed the grant timeline and anticipated changes in the grant process for 2011. Mr. Pinto stated the GIS and Preservation Trust Divisions are working to enable application submittal online, via a secure website. The GIS Division is working to test and finalize the MCPRIMA Land Management Theme, which will establish online mapping as well. Ms. Murray stated the application due date has been moved up a month to June 24, as well as the appraisal due date to July 27. The county will have a licensed review appraiser review each appraisal submitted and resolve any discrepancies prior to the committee's review in September. The application deadlines need to be moved to allow adequate time for this review. In August, staff prepares materials for an application summary booklet for members to use on the field visits, which will be scheduled for September and October.
3. Creation of Subcommittee – Criteria for Evaluation of Open Space applications – Mr. Pinto stated the evaluation process was discussed at the December meeting. It was

decided to have a subcommittee of experienced members evaluate the priorities used for grant recommendations.

4. Amendment to Policy P-1: Requirements for Appraisals – Ms. Murray stated as a result of the review of the appraisals by a licensed review appraiser, applicants will need to submit two copies of the same appraisal: one for the appraiser’s use and the other for staff. The policy has been amended to reflect two copies of the appraisal are required as part of the application. On a motion by Louise Davis, seconded by Len Fariello, the committee approved the change to the policy. A roll call vote was taken. Aye: Baron, Collins, Danchuk, Davis, Donegan, Eppel, Fariello, Lim, Murphy, Nielson, Obremski, O’Connor, Poff, Szwak Abstain: None Nay: None

5. Amendment to Policy P-2: Requirements for Site Visits and Final Presentations – Ms. Murray stated a discussion item and recommendation from the December meeting was to limit public comment to no more than three minutes per person at the final presentations held in October. On a motion by Louise Davis, seconded by Michal Obremski, the committee approved the change to the policy. A roll call vote was taken. Aye: Baron, Collins, Danchuk, Davis, Donegan, Eppel, Fariello, Lim, Murphy, Nielson, Obremski, O’Connor, Poff, Szwak Abstain: None Nay: None

EXECUTIVE SESSION

WHEREAS, pursuant to P.L. 1975 Ch. 231, the Open Public Meetings Act, the Open Space Trust Fund Committee may exclude the public to discuss matters as are provided under the Act; and

WHEREAS, said Act provided that this Committee may exclude the public from the discussion of such matters,

NOW, THEREFORE, BE IT RESOLVED, that the Open Space Trust Fund Committee hereby excludes the public in order to discuss such matters. The general nature of the subject to be discussed is as follows: Purchase, lease or acquisition of real property. On a motion by Len Fariello, seconded by Ted Eppel, the committee entered into executive session at 8:27 P.M.

RETURN TO MEETING

The meeting reopened to the public at 9:00 P.M.

NEXT MEETING DATE

The next regular meeting is scheduled for Monday, April 11, 2011 in the 4th Floor Conference Room of the Offices of Planning & Development, located at 30 Schuyler Place, Schuyler Annex Building, in Morristown, New Jersey at 7:30 P.M.

ADJOURNMENT

On a motion by Julie Baron, seconded by Louise Davis, the meeting was unanimously adjourned at 9:01 P.M.

Respectfully submitted,

Barbara J. Murray