

**WARREN COUNTY MUNICIPAL AND CHARITABLE CONSERVANCY
TRUST FUND COMMITTEE**

500 Mt. Pisgah Avenue
Oxford, NJ 07863

**MINUTES OF THE MEETING OF
July 3, 2017**

CALL TO ORDER: Corey Tierney opened the meeting at 7:30 p.m., read the Open Public Meeting Notice, and led the Pledge of Allegiance.

ROLL CALL:

Members Present: Jean Smolha	Todd Tersigni	Nancy Miller	Robert Vetrecin
Charles Fineran	Ethel Conry	Timothy Bodine	Carren Thomas
Steve Zarbatany	Susan Beall		

Members Absent: David Smith

Staff Present: Corey Tierney, Christina Roberts

Minutes: The October 3, 2016 minutes were reviewed. Mr. Fineran motioned, seconded by Mr. Tersigni to approve the minutes as presented. Roll call was done of all members present at the October meeting; the minutes were approved unanimously. Motion carried.

REORGANIZATION and APPOINTMENTS

Appointments:

Region 2 - Robert Vetrecin, Greenwich Township

Region 3 - Susan Beall, Town of Belvidere

Region 5 - Carren Thomas, Mansfield Township

Reappointments:

Board of Recreation Commissioners Representative: Charles Fineran

Agriculture Development Board Representative: Timothy Bodine

Board of Chosen Freeholders At-Large Representative: Todd Tersigni

Mr. Tierney read the Oath of Office and had the new and reappointed members repeat after him.

Election of Officers:

Chairperson: Mr. Fineran motioned, seconded by Mr. Zarbatany to elect Mr. Tersigni as Chairperson. Roll call was done and all members present approved unanimously. Motion carried.

Vice Chairperson: Mr. Tersigni motioned, seconded by Ms. Beall to elect Mr. Fineran as Vice Chairperson. Roll call was done and all members present approved unanimously. Motion carried.

Second Vice Chairperson: Mr. Tersigni motioned, seconded by Mr. Fineran to elect Ms. Miller as Second Vice Chairperson. All members present approved unanimously. Motion carried.

2017 Meeting Dates: The 2017 meeting dates were reviewed. Mr. Fineran motioned, seconded by Mr. Zarbatany to approve the 2017 meeting dates, as presented. Motion carried.

2017 Newspapers: Mr. Tierney suggested the Committee use the County's approved newspapers for announcements: The Star Ledger and the Daily Record. Mr. Zarbatany motioned, seconded by Ms. Conry to accept the suggested newspapers. Motion carried.

Director's Comments: Mr. Tierney gave an overview of the grant award process and noted that the Committee should review the evaluation criteria that was sent out with the applications. The Committee has \$600,000 in available funding to award this year and six applications were received, totaling approximately \$1.3 million. The Committee will prioritize projects based on public benefit and significance of the project.

Franklin Township - Ms. Miller inquired about seeking the return of MCCTFC funds awarded to Franklin Township, due to the Township not following through with the open space project they presented to the committee. Mr. Tierney said that the open space funds awarded to the applicant are only for acquisition of the property and that the Committee does not fund improvements, nor do they have any requirements in the agreement that the applicant must improve the property. Mr. Tierney noted that the Committee can, however, take this into consideration if Franklin Township applies for more funding in the future.

Mr. Tierney said that there were only two projects that there were concerns with. The Shabbecong Mountain Preserve application is for 125 acres, but in the application, it says that due to a settlement order, there is a potential for a cluster development of 40 single-family homes on 50 acres of property, which would decrease the preserved land in the application to approximately 75 acres. Mr. Tierney will look into whether the appraisals take this into account.

Asbury Mill did not complete the funding portion of their application correctly. Their total project cost equals the amount they are requesting from the MCCTFC. In their application, they have \$108,056 listed as in-hand match. If added to the amount requested from the MCCTFC, it may equal the total project cost, but Asbury Mill will need to clarify what the total project cost is to ensure that they have the appropriate amount of matching funds needed. They also list \$550,000 in pending match funds.

Site Visits: Site visits will be scheduled for Saturday, August 26, 2017.

Next Meeting: The August meeting is canceled in lieu of site visits later that month. The next meeting is scheduled for September 11, 2017.

50% Reduction Letter: Mr. Fineran suggested that we have applicants submit a revised scope of work, based on 50% of their grant request, since the applications total more than doubles the amount of available funding this year.

There being no further business, Ms. Miller motioned, seconded by Mr. Vetrecin to adjourn the meeting at 8:08 p.m.

Respectfully Submitted,



Christina Roberts
Administrative Clerk