

**WARREN COUNTY MUNICIPAL AND CHARITABLE CONSERVANCY
TRUST FUND COMMITTEE**
500 Mt. Pisgah Avenue
Oxford, NJ 07863

**MINUTES OF THE MEETING OF
October 3, 2016**

CALL TO ORDER: Chairman Tersigni 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	Cindy Neumann	Nancy Miller
	Charles Fineran	David Smith	Ethel Conry	Timothy Bodine
	Wendy Buttgereit	Steve Zarbatany	Lori Ciesla	Hal Bromm

Guests: Michael Margulies, Roberta Kugelmeyer, Matt Weilgus, Ann Miller, Ken Miller, Craig Dunwell

Staff Present: Corey Tierney, Christina Roberts

MINUTES: The September 12, 2016 minutes were reviewed. Charles Fineran motioned, seconded by Lori Ciesla to approve the minutes as presented. Motion carried.

CORRESPONDENCE

All applicants were requested to provide a revised scope of work based on 50% of their total grant request. The reduction letters received from the applicants were distributed.

Mr. Tierney noted that the Department received three emails in support of the Roseberry House project.

MCCT GRANT APPLICATIONS

A roll call vote will be done for each project, voting "yes" that the project receives any funding; amounts to be determined later in the meeting.

Alpha Borough Open Space East

Mr. Bromm asked if there was a letter from a developer. Mayor Dunwell stated that there was an offer letter with contingencies from a developer, but the Borough has a contract of sale with the property owner.

Roll Call: "Yes" to agree that **Alpha Borough Open Space East** receives funding.

Timothy Bodine - No	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 11, No: 1, Abstain: 0; Motion carried

Tucci Open Space

Ms. Ciesla asked if The Nature Conservancy only receives 50% of their initial grant request, if they are still able to purchase the property. The answer is yes, they will still be able to move forward with the project.

Roll Call: "Yes" to agree that **Tucci Open Space** receives funding.

Timothy Bodine - Yes	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 12, No: 0, Abstain: 0; Motion carried

Union Station

Mr. Tierney clarified that the 50% reduction letter was for \$100,000.00, half the total project cost, not half of the grant request. 50% of the grant request would be approximately \$75,000.00, not \$100,000.00.

Roll Call: "Yes" to agree that **Union Station** receives funding.

Timothy Bodine - Abstain	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 11, No: 0, Abstain: 1; Motion carried.

Van-Nest Hoff-Vannatta

Roll Call: "Yes" to agree that **Van-Nest Hoff-Vannatta** receives funding.

Timothy Bodine - Yes	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 12, No: 0, Abstain: 0; Motion carried.

Mount Bethel Church, Phase II

Roll Call: "Yes" to agree that **Mount Bethel Church, Phase II** receives funding.

Timothy Bodine - Abstain	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 12, No: 0, Abstain: 0; Motion carried.

Roseberry House

Mr. Tersigni and Mr. Zarbatany will be abstaining from all voting on this project, due to a conflict of interest. Mr. Bromm said that Roseberry House is a beautiful project and previous years' grant funds were money well-spent, so he is in support of the project

Roll Call: "Yes" to agree that **Roseberry House** receives funding.

Timothy Bodine - Yes	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Abstain	Steve Zarbatany - Abstain

Totals: Yes: 10, No: 0, Abstain: 2; Motion carried.

St. James Lutheran Church

They did not reduce their request because the request was for the cost of the window. Mr. Bromm said the church has done a wonderful job maintaining the church, but he doesn't see the window as being as important of a project as some of the other applications. He suggests holding off on funding this project until a later time when there aren't as many applications to compete against.

Mr. Zarbatany, Ms. Miller, and Mr. Fineran were all in agreement. Mr. Margulies said that the church would welcome any funding, but a reduced amount would need be supplemented by fundraising. Ms. Ciesla asked how urgent the project was and if it could wait until next year. Mr. Margulies stated that the window is not an emergency situation, but the longer it waits, the more work it could potentially need.

Roll Call: "Yes" to agree that **St. James Lutheran Church** receives funding.

Timothy Bodine - No	Hal Bromm - No	Wendy Buttgereit - No
Lori Ciesla - No	Ethel Conry - No	Charles Fineran - No
Nancy Miller - No	Cindy Neumann - No	David Smith - No
Jean Smolha - No	Todd Tersigni - No	Steve Zarbatany - No

Totals: Yes: 0, No: 12, Abstain: 0; Motion carried. **St. James Lutheran Church will NOT receive funding this year.**

Eckel's Autogiro Port

Mr. Fineran noted that the property would benefit from interpretive signage. He said that it is an interesting site, but under the current circumstances, he recommends it does not receive funding. Mr. Bromm said Mr. Margulies presentation was far more informative than the site visit; that the site is primarily a view shed.

Roll Call: "Yes" to agree that **Eckel's Autogiro Port** receives funding.

Timothy Bodine - No	Hal Bromm - No	Wendy Buttgereit - No
Lori Ciesla - No	Ethel Conry - No	Charles Fineran - No
Nancy Miller - No	Cindy Neumann - No	David Smith - No
Jean Smolha - No	Todd Tersigni - No	Steve Zarbatany - No

Totals: Yes: 0, No: 12, Abstain: 0; Motion carried. **Eckel's Autogiro Port will NOT receive funding this year.**

Adam Wandling Blacksmith Shop

Mr. Margulies stated that the roof project is fairly urgent. The Township plans to do something with the building in the future, but they have no specific plans yet. Mr. Tierney noted that it is up to the Board to determine if the extent of public use/accessibility is sufficient. Ms. Smolha noted that the blacksmith shop has a metal roof and if painted, they can last quite a while. Mr. Margulies said that they would like to replace the roof instead of spending money on painting when it will eventually get thrown away; the current roof was only intended to be temporary. Ms. Neumann inquired about the masonry in the request. Mr. Margulies said that is masonry work near the top that couldn't be repaired until the roof is replaced.

Roll Call: "Yes" to agree that **Adam Wandling Blacksmith Shop** receives funding.

Timothy Bodine - No
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - No

Hal Bromm - No
Ethel Conry - Yes
Cindy Neumann - No
Todd Tersigni - Yes

Wendy Buttgereit - No
Charles Fineran - No
David Smith - No
Steve Zarbatany - No

Totals: Yes: 4, No: 8, Abstain: 0; Motion carried. **The Adam Wandling Blacksmith Shop will NOT receive funding this year.**

Mr. Tersigni suggested that any money left over from the reductions, go to Alpha Borough open space because they have never received funding from the MCCT in the past.

Mr. Tierney asked the Committee if there are any projects that they want to fully fund.

Ms. Neumann is recommending Van-Nest Hoff-Vannatta receive full funding. Mr. Tierney's only concern is that painting of the barn is considered maintenance, which is not eligible for funding. Most of the request is for labor for the barn door project. The doors themselves are being donated.

Ms. Ciesla recommends that Union Station receive \$100,000.00, instead of the 50% amount of \$75,000.00.

There was discussion regarding which projects to prioritize for building envelope and stabilization to weather proof them from further deterioration and how to split up the balance of funding.

Van-Nest Hoff-Vannatta

Mr. Fineran motioned, seconded by Ms. Neumann to award Van-Nest Hoff-Vannatta their full funding request of \$6,000.00, with regular maintenance work being excluded from the project.

Roll Call: "Yes" to agree that **Van-Nest Hoff-Vannatta** receives full funding of **\$6,000.00**.

Timothy Bodine - Yes
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Yes

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Yes

Totals: Yes: 12, No: 0, Abstain: 0; Motion carried. **Van-Nest Hoff-Vannatta will receive full funding of \$6,000.00, with regular maintenance work being excluded from the project.**

Mr. Bromm motioned, seconded by Mr. Fineran to award all remaining applicants their 50% reduced request and then any leftover money can be distributed amongst the projects at the end.

Roll Call: "Yes" to agree that **Alpha Borough Open Space East, Tucci Open Space, Union Station, Mount Bethel Church, and Roseberry House** receive their 50% reduced funding request. Any additional amounts awarded, to be determined later in the meeting.

Timothy Bodine - Yes
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Yes

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Yes

Totals: Yes: 12, No: 0, Abstain: 0; Motion carried. **Alpha Borough Open Space East, Tucci Open Space, Union Station, Mount Bethel Church, and Roseberry House receive, at a minimum, their 50% reduced funding request.**

Mr. Bromm motioned to distribute the balance to Roseberry House, Union Station, and Mount Bethel Church. The Committee will need to determine the amount. There was a discussion on how to distribute the remaining funds. Mr. Bromm amended his motion to award Roseberry House, Mount Bethel Church, and Union Station more than their 50% reduced request; amounts to be determined.

Roseberry House

Mr. Bromm motioned, seconded by Ms. Neumann to award Roseberry House more than their 50% reduced request; amount to be determined.

Roll Call: "Yes" to agree that **Roseberry House** receives more than their 50% reduced request; amount to be determined.

Timothy Bodine - Yes
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Abstain

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Abstain

Totals: Yes: 10, No: 0, Abstain: 2; Motion carried.

Union Station

Ms. Ciesla motioned, seconded by Ms. Miller to award Union Station more than their 50% reduced request; amount to be determined.

Roll Call: "Yes" to agree that **Union Station** receives more than their 50% reduced request; amount to be determined.

Timothy Bodine - Abstain
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Yes

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Yes

Totals: Yes: 11, No: 0, Abstain: 1; Motion carried.

Mount Bethel Church

Mr. Fineran motioned, seconded by Ms. Conry to award Mount Bethel Church more than their 50% reduced request; amount to be determined.

Roll Call: "Yes" to agree that **Mount Bethel Church, Phase II** receives more than their 50% reduced request; amount to be determined.

Timothy Bodine - Yes	Hal Bromm - Yes	Wendy Buttgereit - Yes
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - No	Cindy Neumann - Yes	David Smith - Yes
Jean Smolha - Yes	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 11, No: 1, Abstain: 0; Motion carried.

Alpha Borough Open Space East

Mr. Tersigni recommended that the Committee vote on Alpha Borough Open Space East receiving more than their 50% reduced request.

Mr. Fineran motioned, seconded by Ms. Miller that Alpha Borough receives more than their 50% reduced request.

Roll Call: "Yes" to agree that **Alpha Borough Open Space East** receives more than their 50% reduced funding request; amount to be determined.

Timothy Bodine - No	Hal Bromm - Yes	Wendy Buttgereit - No
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - No	David Smith - Yes
Jean Smolha - No	Todd Tersigni - Yes	Steve Zarbatany - Yes

Totals: Yes: 8, No: 4, Abstain: 0; Motion carried. **Alpha Borough Open Space East will receive more than their 50% reduced funding request; amount to be determined.**

Tucci Open Space

Ms. FCiesla motioned, seconded by Mr. Fineran that Tucci Open Space receives more than their 50% reduced request.

Roll Call: "Yes" to agree that **Tucci Open Space** receives more than their 50% reduced funding request; amount to be determined.

Timothy Bodine - No	Hal Bromm - Yes	Wendy Buttgereit - No
Lori Ciesla - Yes	Ethel Conry - Yes	Charles Fineran - Yes
Nancy Miller - Yes	Cindy Neumann - No	David Smith - No
Jean Smolha - No	Todd Tersigni - No	Steve Zarbatany - No

Totals: Yes: 5, No: 7, Abstain: 0; Motion carried. **Tucci Open Space will be funded at their 50% reduced request amount of \$130,000.00.**

Mr. Tersigni asked the Committee, out of the remaining \$102,000.00, how much Alpha Borough Open Space be awarded. The Committee will vote on all four separately to determine funding amounts.

Ms. Miller motioned, seconded by Mr. Fineran to give Alpha Borough Open Space \$30,000.00 above their reduced request.

Alpha Borough Open Space East

Roll Call: "Yes" to agree that **Alpha Borough Open Space East** receives \$30,000.00 above their 50% reduced request for a total of \$155,000.00.

Timothy Bodine - No
Lori Ciesla - No
Nancy Miller - Yes
Jean Smolha - No

Hal Bromm - No
Ethel Conry - No
Cindy Neumann - No
Todd Tersigni - Yes

Wendy Buttgereit - No
Charles Fineran - Yes
David Smith - No
Steve Zarbatany - No

Totals: Yes: 3, No: 9, Abstain: 0; Motion carried. Alpha Borough Open Space East will NOT receive \$155,000.00; amount to be determined.

Union Station

Mr. Fineran motioned, seconded by Ms. Neumann to award Union Station \$25,000.00 above their 50% reduced request for a total of \$100,000.00.

Roll Call: "Yes" to agree that **Union Station** receives \$25,000.00 above the 50% reduced request for a total of **\$100,000.00**.

Timothy Bodine - Abstain
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Yes

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Yes

Totals: Yes: 11, No: 0, Abstain: 1; Motion carried. **Union Station will receive \$25,000.00 above their 50% reduced request for a total of \$100,000.00.**

Mount Bethel Church

Mr. Fineran motioned, seconded by Ms. Miller to award Mount Bethel Church \$25,000.00 above their 50% reduced request for a total of \$131,000.00.

Roll Call: "Yes" to agree that **Mount Bethel Church, Phase II** receives \$25,000.00 above their 50% reduced request, for a total of \$131,000.00.

Timothy Bodine - Yes
Lori Ciesla - Yes
Nancy Miller - No
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Yes

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Yes

Totals: Yes: 12, No: 0, Abstain: 0; Motion carried. **Mount Bethel Church will receive \$25,000.00 above their 50% reduced request, for a total of \$131,000.00.**

Roseberry House

Mr. Bromm motioned, seconded by Mr. Bodine to award Roseberry House \$40,000.00 above their 50% reduced request for a total of \$96,000.00.

Roll Call: "Yes" to agree that **Roseberry House receives \$40,000.00 above their 50% reduced request for a total of \$96,000.00.**

Timothy Bodine - Yes
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - Yes

Hal Bromm - Yes
Ethel Conry - Yes
Cindy Neumann - Yes
Todd Tersigni - Abstain

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - Yes
Steve Zarbatany - Abstain

Totals: Yes: 10, No: 0, Abstain: 2; Motion carried. **Roseberry House will receive \$40,000.00 above their 50% reduced request for a total of \$96,000.00.**

Alpha Borough Open Space East

Mr. Fineran motioned, seconded by Ms. Ciesla to give Alpha Borough Open Space East \$12,000.00 above their reduced request.

Roll Call: "Yes" to agree that **Alpha Borough Open Space East receives \$12,000.00 above their 50% reduced request for a total of \$137,000.00.**

Timothy Bodine - No
Lori Ciesla - Yes
Nancy Miller - Yes
Jean Smolha - No

Hal Bromm - No
Ethel Conry - Yes
Cindy Neumann - No
Todd Tersigni - Yes

Wendy Buttgereit - Yes
Charles Fineran - Yes
David Smith - No
Steve Zarbatany - Yes

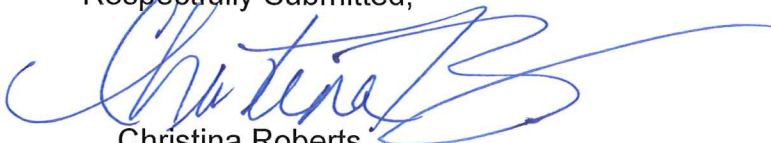
Totals: Yes: 7, No: 5, Abstain: 0; Motion carried. **Alpha Borough Open Space East will \$12,000.00 above their reduced request for a total of \$137,000.00.**

Total awards equal \$600,000.00, with no carryover funds.

NEXT MEETING: The next meeting is scheduled for Monday, June 5, 2017.

ADJOURNMENT: There being no further business, Charles Fineran motioned, seconded by Nancy Miller to adjourn the meeting at 8:55 p.m.

Respectfully Submitted,



Christina Roberts
Administrative Clerk