

**Passaic County Open Space, Farmland and Historic Preservation Trust Fund Advisory
Committee Meeting Minutes from Thursday September 26, 2019**

Meeting call to order / Flag Salute: 6:40 pm led by Chair Sandy Lawson

Visual Roll Call – Members Present: Chair Sandy Lawson (Wanaque), Vice Chair Bernie Vroom (Bloomingtondale), Isabel Agudelo (Passaic), Robin Canetti (Ringwood), Cindy Frank (Hawthorne), Bhupendra V. Gadhavi (Wayne), Maria-Elena Grant (Hewitt), Anne Kahwaty (Little Falls), Steven Orsini, Jr. (North Haledon), Alice Szepietowski (Clifton), John D. Pogorelec, Jr., Esq. (Assistant County Counsel), Kathleen M. Caren (Open Space Coordinator, Planning & Economic Development); Greg Moore (Parks Dept.),

Absent: Freeholder Assad Akhter, Matthew P. Jordan (Deputy County Administrator), Kelly Ruffel (County Cultural and Historic Affairs), Nordan Murphy (Engineering), Steven Orsini, Jr. (North Haledon).

PUBLIC PORTION: Sandy called for a motion to open, Alice motioned to open and Robin seconded, and seeing no from the public, a motion to close the public portion was made by Bernie and seconded by Maria-Elena, all approved.

MINUTES: Maria-Elena motioned to accept minutes from June 6, 2019 and Bernie seconded. All voted in favor to accept, except those who weren't at the meeting.

NEW BUSINESS

- **City of Passaic – Reallocation/Relocation** of Dog Park Project (2017, from Third Ward Park to Amory Park) Request – discussion that this is not a new project, just a request to use the funds for the same project but at a different location, with no scope change or funding increase involved. After some discussion, Robin made the motion to recommend with a second by Alice, and all voting in favor.
- **2020 Meeting Dates:** Kathleen explained the schedule would be the usual, with meetings to be held the fourth Thursday each month at 6:30 p.m. with a few exceptions (June presentation meetings and November). Some dates identified as “if necessary” as historically some months the need to meet is moot unless there’s an urgent reason. (See attached.) Bernie made a motion to approve, seconded by Anne and approved by all.
- **2020 Open Space, Farmland and Historic Preservation Trust Fund application deadline:** Kathleen explained that she was told there are no anticipated Rules & Regulations amendments, so Friday, March 13, 2020 is projected deadline for applications, with notice of same to be sent around Thanksgiving to eligible applicants.

OLD BUSINESS

- **2019 Open Space grant recommendations update:** Kathleen stated that one entity (Paterson Habitat) reduced their request by \$5000 because that budget line item had already been paid for. She stated the other recommendations (of less than \$100,000) were approved first by the Planning Committee and then by the full board on June 25, 2019.

A public hearing for recommendations of \$100,000 or more was held at the August 6 Freeholder meeting, with awards anticipated to be authorized at their October 8, 2019 meeting.

COORDINATOR'S REPORT

- Report on unexpended, outstanding grants: Kathleen explained that many entities are drawing down their grants, which is a good indication that projects are being completed.

CORRESPONDENCE

- **Grant Extension Request from Borough of Haledon** for 2017 Roe St. Park grant (signage and landscaping): in a letter from Administrator Allan Susen, a one-year extension (through Sept. 2020) was requested and recommended by the committee through a motion made by Anne and seconded by Isabel.

Adjournment: With no other business to discuss, at approximately 7:05 a motion to adjourn was made by Bernie, seconded by Robin.

NEXT MEETING – TBD

Respectfully submitted,

Cindy Frank