



Township of Pequannock
Open Space Advisory Committee
 September 12, 2016 7:00 PM
 Municipal Building, 2nd Floor
 530 Newark-Pompton Turnpike
 Pompton Plains, NJ 07444

OPEN SESSION MINUTES

The meeting was called to order by Vice-Chairman Frank Spizzirri at 7:02 pm.

Voting Members Present (X):

	Joseph Wells (Chairman)	X	Frank Spizzirri (Vice-Chair)	X	Robin Jones (Secretary)
X	Thomas Andrea		Michael Carlon	X	Ryan Herd
X	Mayor David Kohle		Jeffrey Mauriello	X	Robert Safarik
	VACANT				

Others Present (X):

X	Frank Pinto, Spinelli & Pinto Consulting, LLC		

A quorum was established.

Mission Statement

To provide advice to the Township Council concerning open space acquisition and property stewardship issues.

Minutes Review & Approval

On motion of member Andrea seconded by Jones, the Open Session minutes of the July 11, 2016 meeting were approved unanimously with member Kohle abstaining, as he was not present.

On motion of member Andrea seconded by Jones, the Executive Session minutes of the July 11, 2016 meeting were approved unanimously with member Kohle abstaining, as he was not present.

Township Council Report:

No Report.

Planning Board Report:

No Report.

Parks & Recreation Advisory Committee Report:

No Report as no meeting has been held, but there will be a meeting soon.

Environmental Commission Report:

There was a lack of a quorum, so no meeting was held.

Historic District Commission Report:

Member Safarik reported that the Martin Berry House is a “done deal” and that a closing will be held in October. There are many historic pieces and artifacts that will remain with the house. The Society is very

excited about the project. The Society will be doing some fundraising, as there are some immediate safety and security needs associated with the house.

Correspondence:

No correspondence was discussed.

Open Space Consultant Report:

Frank Pinto reported that he would cover a few ministerial matters. The first item discussed was the template to be employed for the minutes of the committee. There will be two separate documents created for each meeting, the Open Session minutes and the Executive Session minutes. Each will be made public when adopted and when the Executive Session matters are appropriate for public knowledge. The committee discussed the format and all agreed to find the format acceptable, with these September 12th minutes following the new template.

Mr. Pinto also circulated sample project status reports that he will produce for each month's meetings. There is a one-page report summarizing all pending projects the Open Space Committee is involved with. Additionally, a more detailed report for each pending project can be produced that shows specific tasks accomplished and dates.

The Committee found the minutes and report formats to be acceptable.

EXECUTIVE SESSION:

On motion of member Andrea seconded by Jones, the Committee voted unanimously to enter into Executive Session to discuss the following one matter:

1. Potential acquisition of Manno property

The open session reconvened at 7:44 PM.

Adjournment:

On motion of member Jones with all in agreement, the meeting concluded at 7:45 PM.

**Next meeting is Scheduled for:
Monday, October 10, 2016 (Columbus Day) at 7:00 pm
530 Newark-Pompton Turnpike
Pompton Plains, NJ 07444**

Respectfully Submitted,

Frank

Frank Pinto, Committee Facilitator