

**GREEN TOWNSHIP ENVIRONMENTAL ADVISORY COMMITTEE MEETING**  
**MINUTES**  
**REGULAR MEETING**  
**Tuesday, June 7, 2022**

**PUBLIC NOTICE:** Adequate notice of this public meeting has been made in accordance with the 1975 Open Public Meetings Act inasmuch as a notice has been published in the New Jersey Herald, transmitted to the Star Ledger and posted at the Municipal Building, 150 Kennedy Road, Tranquility, N.J.

**ROLL CALL:** Cynthia Moyano, Matt Fox, Fausto Moyano, and Elly Lessin  
Members Present: Cynthia Moyano, Matt Fox, Elly Lessin, Fausto Moyano and secretary Sheri Janoski. Members absent: None

**MINUTES:**

Approval of minutes May 3, 2022. Motion to approve the May 3, 2022 minutes was made by Fausto Moyano and second by Elly Lessin. Vote all Ayes.

**COMMUNICATION AND ANNOUNCEMENTS:** None

**COMMITTEE REPORTS:**

- None

**LAND USE BOARD UPDATE:**

- None

**OLD BUSINESS:**

- None

**UNFINISHED BUSINESS:**

- Committee discussed the possibility in reaching out to the Frelinghuysen Township Environmental Committee to discuss ideas in upcoming functions and event
- Matt Fox will find out the cost of hiring a Water Quality Expert to establish a base line in the Pequest River
- Fausto Moyano and Elly Lessin discussed the possibility of promoting the idea, of having a Pollinator Garden at Ever Green Park to the Township Committee
- Environmental Committee would like to offer a program on educating Green Township Residents on what is Native Indigenous Species are and how they affect Sussex County on Green Township Day

**NEW BUSINESS:**

- Pete Sklannik was at the Environmental meeting and wants Environmental Committee to produce a strategic plan to increase the committee's chances on getting future grants that are available. Suggested to put on Town Web site and Facebook page Committee's accomplishments and getting the Town involved in future Environmental studies and events
- Pete Sklannik suggested that the committee reach out to Autumn Sylvester, Planning Director, Sussex County Agriculture Development Board, and get her suggestion on how to collaborate with other Environmental Committee's from surrounding towns to discuss what type of plans and future events their towns are offering
- Committee Member, Matt Fox, made a motion to renew membership with ANJEC- Association of NJ Environmental Commissions, Elly Lessin second the motion all Ayes motion carried
- See Attached Minutes from meeting June 7, 2022 by Dr. Pete Sklannik about Grant Application for projects to improve/protect the Pequest watershed

**PUBLIC COMMENTS AND/OR QUESTIONS:**

- None

**Executive Business:**


- None

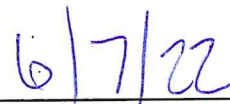
The next meeting is scheduled for Tuesday, July 5, 2022@7:00p.m.

**ADJOURN:**

At 9:12 p.m. a motion to adjourn was made by Elly Lessin, second by Matt Fox. All ayes, motion carried.

Respectfully submitted,

  
Sheri Janoski, Secretary

  
Date

## MINUTES – GREEN TOWNSHIP ENVIRONMENTAL COMMITTEE MEETING

June 7, 2022

*Dr. Pete Sklannik's update regarding last year's grant application for projects to improve/protect the Pequest watershed.*

The Committee invited Dr. Sklannik to update the Committee regarding the "Pequest Watershed Settlement" grant application he and Committee member Matt Fox prepared. The application contained project proposals that featured rainwater water gardens throughout Green Township as well as environmental and safety improvements for the Pequest River Bridge on Kennedy Road, near Creek that would have provided for a safer environment for individuals seeking to fish off the Kennedy Road bridge and reduced the opportunity for litter and debris in the general area.

Dr. Sklannik explained that the grant application was rated as "**competitive**" but was not selected. The primary reason for the non-selection was that other applicants submitted project proposals that had a more significant impact in terms of improving/protecting the Pequest watershed. It was suggested to Dr. Sklannik that Committees such as the Green Township Environmental Committee need to "demonstrate" to the Community both "visibility and technical capacity" to initiate and complete projects. Dr. Sklannik emphasized that this comment was a not a criticism but a suggestion for the Committee to be recognized for its achievements and accomplishments for the work it performs every year.

Dr. Sklannik asked the Committee if they would like to hear suggestions for the Committee in terms of "best practices" for volunteer based committee such as the Environmental Committee. The Committee asked that he present his suggestions.

1. Prepare a "strategic plan" that is updated on annual basis and is made available to the Green Township residents by November of each year. The strategic plan functions as a "roadmap" to help grow the Committee. It outlines a process that the Committee follows to complete its goals and objectives. (Keep in mind the goals and objectives need not be "grandiose" considering the limited number of members the Committee currently has). The strategic plan aligns all the Committee's stakeholders (residents, Township Committee, Township Government, etc.), around the Committee's strategic priorities. The strategic plan communicates the Committee's goals, strategies ad programs. The strategic plan engages, motivates and retains external and internal audiences (residents, school system, senior citizen club, Township Committee, etc.)
2. Within the strategic calendar, prepare an annual calendar of events that not only includes the schedule of meetings, but identifies key Committee activities and when the activities are scheduled to occur. Use of the Township's website would be ideal for the calendar but the burden of preparing the calendar lies within the Committee, not the Township. Check with the Township Administrator regarding a "twitter account" to communicate the Committee's activities.
3. Work with other Environmental Committees within Sussex County for possible joint opportunities. Reach out to **Autumn Sylvester**, Planning Director for Sussex County for guidance and perhaps request her to attend your meetings for ideas and suggestions for "partnerships."

4. As mentioned in the first point, seek out “partners” within Green Township that can help the Committee advance its goals and objectives such as the school system, the Senior Citizens Club, etc.
5. Be realistic with your goals and objectives: it’s always about **quality**, not quantity. Remember, your membership roster is limited, so don’t set unrealistic goals. Leverage each member’s particular interest and strengths.
6. If the Committee decides to pursue grant opportunities, keep a couple of things in mind when doing so:
  - Be aware of the grant application deadline. The preparation and review of a grant application is time consuming. Any application must first be reviewed by the Township Administrator who will, upon his recommendation, forward to the Township Committee for approval prior to the grant application being formally submitted. *The Committee has no standing or authority to submit a grant application independently.*
  - A typical grant application requires most if not all the elements detailed below, and must be thoroughly thought out and explained: a. The justification for your request for the grant (project proposal). b. Detailed scope. c. Preliminary project budget. d. Preliminary schedule. e. Project Execution/Management Plan (how and who is going to manage the project). f. Indemnifications g. Identification of easements/property access agreements
  - Be aware it is highly unlikely that the Township will approve a grant application with a significant match requirement. Before proceeding, make sure you are aware of any match requirement and discuss with the Township Administrator before too much time is invested.
7. The Committee should consider meeting outdoors, such as Evergreen Park during the warmer months; you may garner interest from residents if “promoted” in advance.
8. Last but not least, the Committee Chairperson should run the Committee, not the Township Liaison (Sheri). Meetings need to start on time and end at a reasonable hour.