

**MINUTES
OPEN SPACE ADVISORY COMMITTEE
TOWNSHIP OF MONROE
MAY 6, 2024**

The meeting of the Monroe Township Open Space Advisory Committee was called to order by the Chairman, Len Fritz at 7:00pm. Adequate notice of this meeting was given as required by the annual notice of meetings.

Chairman, Len Fritz led the Commission in the salute to our flag.

ROLL CALL

Present: Marc DiFrancesco, Crystal Fox, Leonard Fritz, Mark Kozachyn, Tracy Lavin, Tushar Patel, Leonard Zeigler, and Cncl. Chelsea Valcourt

Absent: Anthony Bundi, Alan Dodd, Marjorie Sherrard, and Michael Silvestro

APPROVAL OF MINUTES

Tracy Lavin made a motion to approve the minutes as submitted of the Open Space Advisory Committee Meeting of March 4, 2024 and April 8, 2024. The motion was seconded by Crystal Fox and approved by all members of the Committee in attendance.

CORRESPONDENCE, REPORTS AND OTHER MATTERS

- **Liaison Reports**

Council – Cncl. Valcourt advised that she is still waiting for the results of the Township survey, noting she will report back as soon as she receives the results. Cncl. Valcourt reported that the Township was recently awarded grant money to build a special needs park to be located at the Pfeiffer Community Center. Len spoke regarding the grant money that was also received for the pickle ball courts at Owens Park.

- **Sykes Lane Lot**

Len reported, the flowers are coming along nicely. He noted, he will be sending out a thank you to the Public Works Department for the signs that they created and installed regarding the flowers.

- **Wagner Field**

Len spoke in reference to the survey questions which was previously discussed regarding the property. A discussion followed regarding the creation of the open space survey. Marc DiFrancesco advised that he has been researching Wagner Fields and is trying to obtain copies of the original deed and plans for the property and when he obtains the information, he will forward same to the members of the committee. Len explained the previous uses of the property and how the property was turned over to the Township.

- **Music Fest**

Len advised that there is a booth reserved for the Open Space Advisory Committee and Mark Kozachyn will be providing the tent. A discussion followed regarding potential giveaways. Len asked the members in attendance if anyone was available to attend the event to “man” the tent and engage with the residents

at the event. A discussion ensued regarding the times that the booth needs to be set up, covered, and broken down and what is needed to work the event. Mark spoke regarding how they can incorporate the survey into the booth. Tracy noted, she found a company that sells bookmarks made out of pressed flower seed that can be planted. She forwarded the link to the bookmarks to the members of the Committee to review as a possible giveaway.

GENERAL PUBLIC DISCUSSION

Tracy Lavin made a motion to open the Public Portion. The motion was seconded by Mark Kozachyn and unanimously approved by all members of the Commission in attendance. With no one wishing to speak and no public comment received, Crystal Fox made a motion to close the Public Portion. The motion was seconded by Tracy Lavin and unanimously approved by all members of Commission in attendance.

ADJOURNMENT

With no further business to discuss, Chairperson Leonard Fritz asked for a motion to adjourn. Mark Kozachyn made a motion to adjourn the Monroe Township Open Space Advisory Committee Meeting of May 6, 2024. The motion was seconded by Crystal Fox and unanimously all in favor by all members of the Commission in attendance.

Respectfully submitted,

Jennifer Harbison, Secretary

These minutes were prepared from excerpts of the tape-recorded proceedings of the Open Space Advisory Committee Meeting of May 6, 2024 and serve as only a synopsis of the proceedings.

Approved as submitted _____ **Date** _____
Approved as corrected _____ **Date** _____