

# New Jersey

Year 2021

*President*

**Ranae Fehr**  
Atlantic County



# County Planners Association

*Treasurer*

**Francesca Giarratana**  
Hudson County

*Secretary*

**Tom Stanuikynas**  
Burlington County

*President Emeritus*

**Walter Lane**  
Somerset County

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NJCPA Regular Meeting  
February 19, 2021 at 11:00 am  
VIA Zoom

## Meeting Minutes

- 1. Welcome and Introductions:** President Ranae Fehr called the meeting to order at 11:00 AM and welcomed everyone to the meeting. Secretary Tom Stanuikynas followed with a Roll Call.
- 2. Agency / Partner Updates (NJTPA, OPA, NJDEP, NJAC, RPA etc.):**

**OPA (Donna Rendeiro)** The State Planning Commission is getting ready to open up its rules. More information to come. Interagency meeting coming up soon to receive preliminary input. Will be notifying the Governor's Office in March and opening the rules sometime in the second quarter. Looking to modernize rules, review the cross-acceptance process and incorporate E.O. 89 and E.O. 23 requirements into the rules. OPA is working with 12 municipalities in Burlington County to renew plan endorsement within the Route 130 corridor.

**DCA LPS (Maria Connolly)** Main Street NJ program accepting new applications, check out website. NRTC is also accepting new neighborhood plans. COVID grants and NPP grants information on website.
- 3. Presentation: NJEDA Brownfields Loan Program, Elizabeth Limbrick, PG, LSRP, Senior Brownfields Advisor, Policy & Communications, NJ Economic Development Authority:** NJEDA is accepting input on how to set up several new programs from the Economic Recovery Act of 2020. Check out the last page of legislation to see information about planning, appropriations to provide competitive grants to assist with planning. Zero Emissions Incentive Pilot Program set up in Greater Newark and Greater Camden for \$15 million, to assist businesses purchasing zero emission vehicles. Clean Tech Grant Program for R&D to encourage clean technology companies looking to avoid creating GHG emissions. Wind program to create new jobs, new economic activity and a wind institute for job training.

Brownfield Assistance Center at NJIT has been open for about a year and provides free technical assistance. NJEDA Brownfield Redevelopment Incentive Program is a competitive \$50 million one-time tax credit program administered by EDA and DEP. Brownfields Loan Program is a competitive program with \$15 million available for low interest loans to remediate and abate brownfields sites for commercial, residential and mixed-use development. Applications accepted from January 14, 2021 to April 13, 2021. Detailed information is available on NJEDA website: [www.njeda.com/bfloans](http://www.njeda.com/bfloans).

Donna Rendeiro mentioned that the program covers demolition and asked about the payback of the loans. Elizabeth stated that it is 10-year term with no payment the first two years and next two years are interest only. Andrew Lloyd suggested that NJEDA participate in discussions regarding stormwater control regulations. Ranae Fehr requested a copy of presentation to share with the group

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**Legislative Update (Assemblyman Gerry Scharfenberger)** – Two bills recently went through the Labor Committee (A1576 and A1571), which were merged into one bill. The bill mandates prevailing wage to be paid on any project that uses a PILOT. Another bill (A5191), prohibits any food waste from going into County landfills, which may adversely affect the nine County landfills that collect methane gas from their waste.

#### 4. Business

- a. **Executive Committee Report:** Ranae Fehr noted that the draft meeting schedule was shared in last week's email. The May meeting, currently scheduled for the 21<sup>st</sup>, may be a joint meeting with the County Engineers Association, and double as the Land Development Standards round table meeting. In order to accommodate them, we may move the meeting to the second Tuesday. The NJ Planning Conference is in June, The Association will submit a proposal for a session to present our policy paper. Motion to approve meeting schedule for 2021 made by Michael Lysicatos (Passaic) and seconded by Walter Lane (Somerset), all in favor no opposed. Harriet Honigfeld (Monmouth) is assisting with scheduling meeting rooms once we begin meeting in-person. Most facilities in Monmouth County are already booked, so Harriet is looking at the County Fire Academy as an alternative. Please let Ranae know if you have any meeting topic suggestions. The Association is updating distribution list, so please reach out to Ranae if you know of any changes that need to be made. Katelyn Katzer (Somerset) has volunteered to take over administration of the Association's webpage. Thanks to Andrew, who administered it previously. We are looking to switch over our web service provider. Also, looking to purchase a Zoom account to continue virtual meetings. May need to invest in new audio and visual technology. Executive Board to schedule a meeting with an accountant to discuss the Association's corporate status. Executive Committee would like to set a maximum threshold of \$500.00 to make purchases without a vote from the entire group. Motion to approve \$500 threshold for operational purchases without full vote made by Michael Lysicatos (Passaic) seconded by Katelyn Katzer (Somerset), all in favor no opposed. Executive Board looking to set up scholarship program that was approved in December. Katelyn Katzer (Somerset) volunteered.
  - b. **Meeting Minutes** – Francesca Giarratana submitted September, October and December 2020 meeting minutes. Motion to approve the September 2020 meeting minutes made by Michael Lysicatos (Passaic) and seconded by Joe Barilla (Morris), all in favor no opposed. Motion to approve the October meeting minutes made by Tom Stanuikynas (Burlington) and seconded by Kamal Saleh (Union), all in favor no opposed. Motion to approve December meeting minutes made by Kamal Saleh (Union) and seconded by Michael Lysicatos (Passaic), all in favor no opposed.
  - c. **Treasurer's Report:** Francesca Giarratana shared the Treasurer's Report and stated that there was no financial movement since the last meeting. Membership dues invoices will be sent out soon after the meeting. A discussion was held regarding possibly decreasing the membership dues due to COVID-19 and the lack of in-person meetings. Kamal Saleh suggested reducing the fee this year to \$100.00 with the understanding that the reduction is due to the pandemic. The Association will revisit the amount next year. Motion to approve reduction in annual dues with caveat that Association reserves the right to increase it next year, if needed by Kamal Saleh (Union) and seconded by Michael Lysicatos (Passaic), all in favor no opposed.
5. **Updates: Working Groups** – Ranae reported that we had a successful meeting last month with Gabriel Mahon from NJDEP regarding stormwater control ordinances. Walter Lane gave an update on the wastewater group, which has been meeting monthly. They are also working with Gabriel Mahon to identifying possible rule changes and providing feedback on the wastewater management plan template. Will send a list of comments by the end of March. Great opportunity to provide input in the rule-making process. Will bring list of recommendations to the entire group before submitted to NJDEP at the March meeting. Ranae mentioned a successful open space meeting held last year and suggested a meeting this year with SADC to discuss farmland preservation. Let Ranae if you have any further suggestions.

- 6. Committee Updates** – No updates from Committees. Ranae initiated a discussion about the role of the committees and how they function. The Open Space and Environment committee and the Transportation committee have been consistent but others have not due to time constraints. Committees are listed in bylaws. Executive Committee agreed that most of these topics are covered during the meetings and the committees have not always been active and therefore perhaps the bylaws should be reviewed regarding committees. Other topics could be reviewed as well. Michael Lysicatos suggested groups be assigned on an as needed or ad-hoc basis to cover the topics of the committees. Bylaws say that members can be assigned but often that is difficult based on time commitments needed from members. Kamal suggested that the committees be treated as open discussion topics. Kaitlyn and Kamal had a discussion regarding opportunities for new planners on committees. Ranae asked that if anyone is interested in participating on committees or is interested in a particular topic to reach out to her.
- 7. Resolutions** – None
- 8. Updates/Necessary Business** – None

**Meeting Adjourned 12:30, next meeting will be March 19, 2021 at 11:00 AM**

**Attendees:**

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