

# FRANKLIN TOWNSHIP, HUNTERDON COUNTY ENVIRONMENTAL COMMISSION

*Established April 3, 1970*

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Pittstown, NJ 08867  
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<http://www.franklin-twp.org>

Diane Burgess, Chair  
John Benscoter, Vice Chair



## Regular Meeting Agenda: Monday, April 28, 2025; 7:40 PM Via Zoom

### I. Open Public Meeting Statement

*"This meeting has been duly advertised in accordance with the Open Public Meetings Act, 10:4-6 et seq. The annual schedule of board meetings has been published in the Hunterdon Democrat newspaper. Copies of the notice have been posted in the Township Municipal Building. This is a regularly scheduled meeting of the Commission."*

### II. Call to Order and Roll Call

| III. Name (Term Expires)                | 1/27/2025<br>Reorg | 1/27/2025 | 2/24/2025 | 3/31/2025<br>No Quorum | 4/28/2025 | 5/29/2025 | 6/30/2025 | 7/28/2025 | 8/21/2025 | 9/29/2025 | 10/27/2025 | 11/24/2025 | 12/22/2025 |
|---|--------------------|-----------|-----------|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|------------|
| Diane Burgess (3 year - 12/31/2025)     | √                  | √         | √         |                        | √         |           |           |           |           |           |            |            |            |
| John Benscoter (3 year - 12/31/2026)    | √                  | √         | √         |                        | √         |           |           |           |           |           |            |            |            |
| Laney Britten (3 year - 12/31/2026)     | √                  | √         |           |                        |           |           |           |           |           |           |            |            |            |
| John Thonet (3 year - 12/31/2027) – LUB | √                  | √         | √         |                        | √         |           |           |           |           |           |            |            |            |
| Kevin Carroll (3 year - 12/31/2027)     |                    |           |           |                        |           |           |           |           |           |           |            |            |            |
| Vacant (3 year – 12/31/2026)            |                    |           |           |                        |           |           |           |           |           |           |            |            |            |

Other attendees:

### IV. Working Session Status Updates

1. Vacancy – possible candidates
  - a. Need to identify possible candidates,
  - b. John T will speak with Elizabeth Basile to determine her interest in being on Commission
2. Review of Action Items
  - John B to submit status report on Sustainable Jersey grant after receiving certification info from CFO.
    - i. Diane and John B will follow-up with CFO to obtain signature.
  - Diane to review writeup on ewaste recycling, ink cartridge recycling, and prescription drop off recycling and send to Municipal Clerk for eblast.
    - i. Article was sent out in April; action item closed
  - John T to reach out to Elizabeth Basile re status of Capoolong Creek green team
    - i. John will reach out again to get status
  - Diane to determine how to obtain certificate of incorporation for Township needed for CEPG application
    - i. Information provided to Township Attorney to pursue if needed; item closed
  - Diane to contact Municipal Clerk to forward request to Township Planner and Engineer to determine if they have experience with this and would be willing to give us a proposal
    - i. Done; item closed

- Diane to request Municipal Clerk schedule Env Commission to meet with Township Committee re presenting grant information, requesting someone to participate on team, and generating ideas for plan
    - i. Diane met with Committee in April; item closed
  - Diane to request Land Use Board Clerk forward request to LUB to provide a team member and to determine if they would like Env Comm to present info to entire Board
    - i. No response from Land Use Board
- 3. Approval of February meeting minutes
  - a. Moved by John B, seconded by John T, all in favor, minutes approved
- 4. Current Sustainable Jersey grant (\$2,000) – John B
  - a. Need CFO to sign document, Diane & John B will both reach out to Cam again
- 5. Email blasts for April, May, June
  - April – well and septic maintenance (Diane)
  - May – None
  - June – TBD
- 6. Well Testing – Plan for advertising
  - a. Diane will contact FTS secretary and have flyers placed in school backpack
- 7. Community Energy Plan Grant
  - Application has been resubmitted and NJBPU is trying to merge John B's login info with the township's account
  - Scope of Work
    - i. Collier's proposed \$13,000 for work. Commission agrees we want to stay within the \$10,000 grant. Diane will reach out to Collier's to see if they can reduce their cost.
  - Next steps
    - i. Get agreement from NJBPU
- 8. Capoolong Creek Green Team
  - No update

## V. Applications Referred by Land Use Board

- None

## VI. Information on Conferences and Grants

1. Environmental Conferences and Opportunities
  - **2025 New Jersey Sustainability Summit: 19 Engaging Sessions & Expert Coaching**
    - **Friday, May 9, 2025, 9:00am-4:00pm**
    - At Bell Works, Holmdel, NJ 101 Crawfords Corner Rd, Holmdel, NJ 07733
    - <https://www.sustainablejersey.com/events/2025-sustainability-summit/>
2. Grant Opportunities –
  - ANJEC 2025 Environmental Commission Grants for Open Space Stewardship Projects
    - Up to \$1,500 for local stewardship projects
    - application due May 12, 2025
    - Sent to Capoolong Creek leaders
  - Trees for Schools

## VII. Comments from the Public on Agenda Items

- N/A

## VIII. Adjournment

- Next meeting – Thursday 5/29/2025
- Reminder to check in on idea bank
  - [https://docs.google.com/spreadsheets/d/1XxkJ9l\\_zvCzhhOCDzskLYWGIWQC9r41\\_MLrMsWR3s4Y/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1XxkJ9l_zvCzhhOCDzskLYWGIWQC9r41_MLrMsWR3s4Y/edit?usp=sharing)

IX. **Open Action Items**

- John B to submit status report on Sustainable Jersey grant after receiving certification info from CFO. Diane and John B to follow-up again with CFO.
- John T to reach out to Elizabeth Basile re status of Capoolong Creek green team and possible interest in joining Environmental Commission
- Diane to request Land Use Board Clerk forward request to LUB to provide a team member and to determine if they would like Env Comm to present info to entire Board
- Diane to follow-up with Mayor re liaison from Township Committee to Environmental Commission for working on the CEPG
- Diane to provide article on well and septic maintenance for distribution via eblast.
- Diane to speak with Mayor about a zoom account as well as check TechSoup for possible account for Environmental Commission.

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