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**HAINESPORT TOWNSHIP COMMITTEE  
MINUTES  
January 30, 2024  
6:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of January 30, 2024 with instructions for internet access was included in a meeting notice sent to the Burlington County Times and Courier Post on January 4, 2024 and advertised in said newspapers on January 7, 2024, and January 11, 2024 respectively posted on the website and the bulletin board in the municipal building on January 4, 2024 and has remained continuously posted as required under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Municipal Clerk.

**1. FLAG SALUTE**

- 2. ROLL CALL** - present were Mayor Gilmore, Committeeman Montgomery, Committeewoman Evans and Committeewoman Tordy. Also present were Township Clerk/Administrator Paula Kosko and Attorney John Gillespie. Committeeman Clauss was absent.

**3. MINUTES**

**A. APPROVAL OF REORGANIZATION COMMITTEE MINUTES OF JANUARY 2, 2024**

**Motion: Committeeman Montgomery. Second: Committeewoman Tordy. All yes.**

**B. APPROVAL OF REGULAR COMMITTEE MINUTES OF JANUARY 2, 2024**

**C. APPROVAL OF EXECUTIVE SESSION MINUTES OF JANUARY 2, 2024**

**Motion: Committeewoman Tordy. Second: Committeeman Montgomery. All yes.**

**4. REPORTS**

**A. Fire Official – December 2023**

**B. Emergency Services Reports – December 2023, Year End 2023**

**Motion: Committeewoman Evans. Second: Committeeman Montgomery. All yes.**

**C. NJSP In-Person Report – December 2023**

**SSgt. Antenucci**, NJSP – said there was nothing major to report. They were called to Tavern & Table over the weekend for a bar fight that spilled out into the parking lot. Shots were fired in the air, but there were no injuries. They are investigating and looking for suspects. They will increase patrols in the area and assist staff with dispersing crowds

at closing time. **Ms. Kosko** asked what time the incident occurred. SSgt. Antenucci answered early Sunday morning, around closing time.

**Ms. Kosko** asked to amend the agenda to add Resolution 2024-45-1 Authorizing the Application and Execution of Grant Agreement with the NJDEP Green Acres Local Government Development Program

**Motion: Committeeman Montgomery. Second: Committeewoman Evans. All yes.**

## **5. DISCUSSION/PRESENTATION**

### **A. Green Acres Park Development Grant Application Public Hearing**

**Ms. Kosko** started the discussion by giving a brief history of the former Kleiner property now known as Creek Turn Park. The Township purchased the former ceramics mill in 2017. Two acres of the property are located at Block 99, Lot 9 on the westbound side of Route 38 between Bear Auto and the Rancocas Creek. The majority of the property is on the eastbound side of Route 38 at Block 100, Lots 9 – 13 and is a little more than 24 acres. That is the subject area we are discussing. We bonded around \$600,000 for the purchase and paid it off in 2022. Roughly 60% of Open Space tax dollars and General Capital funds were used for the purchase. We retained an LSRP in 2018 to perform various environmental services associated with sites, including a Wetlands delineation, DEP notifications as required, document review, preliminary assessment and a site investigation. We still plan to use about a four-acre portion of land in the front of the property on Route 38 for commercial use, which is consistent with the Master Plan. This commercial development will help to offset some of the acquisition cost of what is now Creek Turn Park. In addition to the Green Acres Park Development Grant Application we are presenting for approval today, we also received a \$22,000 Grant from DEP – the same HDSRF money that we applied for to help with the Paul's Tank Farm site, as well as the HITCO site to do another preliminary assessment and site investigation. We are committed to apply for Grants, as well as utilizing Capital funding and the Open Space tax funds to continue the efforts through various phases to improve and build a beautiful park for the Hainesport community.

**Township Planner Scott Taylor** presented conceptual graphics of Creek Turn Park. He described it as a 24.3-acre parcel located at Block 100, Lots 9 – 13. First, he showed graphic C1 which is an aerial location map prepared by his office January 30, 2024. He defined the boundaries and wetland areas. On the left side of the exhibit, we have Bancroft Lane and Wharton Place, Route 38 across the top, the Rancocas Creek to the east and the property itself by the creek. These property lines wrap around the law office building. The area where the old Creek Turn Pottery facility was located is at an elevation of 40. The Rancocas Creek itself is about an elevation of 4 or 5, so we have 36 feet of grade change which makes for a spectacular view. The Rancocas is very curvy, but we have a very unique, long view and long vista of the creek. It is very dramatic. The property does slope generally from west to east down toward the creek. We have an LOI that assigns the buffers, or transition areas, to the wetlands. These areas are shown in light gray and are State open waters along the Rancocas Creek. They have a zero-foot buffer or transition area for the majority of it because there is no wetland vegetation. We do have some exceptional resource value in a different area shown that has a 150-foot transition area. Anything we do moving forward we will have to apply for a variety of DEP permits, including general permits for trails and boardwalks that may be partially

located in the wetlands or the transition areas. Those will likely be a soft surface material, while still providing handicap accessibility. He will discuss that more in the design portion of the presentation. For reference, north is straight up on the map and Route 38 runs east and west. One major element of the Grant application relates to tree clearing. Everything we have designed has been done to minimize tree clearing on the site. There will need to be some tree removal, but the majority of those are actually growing in and around the existing wall structures of the buildings. One of the great things about this parcel is that we have some impervious already built in, so we will not have to do a lot from a stormwater management standpoint. We will actually be reducing the amount of runoff. The downside is we have a significant demolition cost associated with a lot of that concrete, the walls and some of that infrastructure to go through that process. Nonetheless, we are showing some bioretention and some storm water management runoff mitigation and some habitat as part of the concept we will present in a moment. The Rancocas is tidal in this location. We may have to apply for coastal general permits. A lot of the permits will be a result of a preapplication meeting with DEP and what they will require. Some facilities can be shifted a few feet, sometimes raised to minimize permits. We have flood prone areas in the lower portions of the site. The area where the old pottery site sits at 35 feet and has never been an issue. He believes the flood elevation is 12 or 13, so everything we are doing, aside from the some of the trails that are down low because we want some creek-side access, will be well above that.

The site is currently accessible by a driveway apron that is shared with the law office to the west. There is a gravel, natural surface drive that goes back into the site. The site has a patchwork of concrete panels that was used as part of the factory. We are going to be retaining some of that and around the new troll sculpture, which we will see a bit in the design discussion. Directly to the west between the site and Bancroft Lane there is an approved, senior age restricted single family development. As part of that Joint Land Use Board application, the Board required two things – an easement to provide pedestrian access from the development, but more importantly, a driveway access from their drive off of Bancroft Lane. We will have the final configuration for this roadway in future phases when that development is completed.

The next graphic showed an enlargement of the blue rectangle of the aerial map. This graphic (C2) shows the Phase 1 details of the park development. It starts off with an entrance sign on Route 38 with the existing driveway. We will be adding an entry gate so the park can be closed. It will be open from dawn to dusk. There will be a regrading of the driveway stone to stabilize it and reduce long term maintenance. The existing concrete will be reused for the parking lot. It will be sawcut and restriped and a new area of concrete will be poured to create a handicap accessible parking spot. That will connect into a variety of walkways, almost all of which are accessible throughout the park. The concrete walls will be removed and that area will be green space. We are showing some sculptural mounds to create some interest as people drive into the park. As you drive in, you will catch glimpses of the troll sculpture, being slightly obscured by the sculptured mounds, creating a very artistic setting. There is a lawn area with a picnic pavilion, a scenic overlook with a circular path system, generally in the location of the prior house. This is where the dramatic views of the Rancocas Creek can be seen. We will call this the Long View Pavilion and Long View Overlook. We envision using ideas from the stakeholders' meetings in 2019 and fall of 2023 in regards to the existing concrete walls. We considered making them Code compliant to create an outdoor classroom or

amphitheater, but the cost will be exorbitant and it will create an unnecessarily large amphitheater where with no view of the creek. Instead, we are using the open lawn area where the house used to be as an amphitheater. We will gently slope it and raise it in the rear so that a small crowd could be under the pavilion for a function (wedding ceremony, outdoor education) and a bigger crowd could still see the event from the lawn. The pavilion connects into the large ellipse walkway that is handicap accessible.

There will be a meadow around the buildings and the troll sculpture. The large buildings will be demolished, preserving the large section in the middle building that the troll is leaning up against but making it safe for public access. Because of some uneven surfacing near the troll, we would bring in some stabilized stone screenings to create a handicap accessible firm, stable, slip resistant surface consistent with New Jersey subcode. That same material will be used for a majority of the loop trails. Compacted, stabilized stone meets the barrier for subcode. NJDEP likes it because it allows for some permeation throughout the site. Going around the ellipse, we have benches, a bioretention habitat planted with native pollinator species. Those habitats will be planted almost everywhere we are removing concrete. The sidewalk around the back of the large building slopes off excessively toward the precipice and would have to be reconstructed to be accessible. It will be more cost effective to remove that building and just preserve the building where Big Rusty is leaning. We can pull that sidewalk 25 – 30 feet back from the edge of the drop off to provide a much safer pedestrian connection as we wrap around. There will be picnic tables scattered across the lawn area with accessible routes to them. We have an upper woodland trail of the stabilized stone material and an accessible trail that wraps around the site through the woods and down to the existing small pebble beach. We want to get accessibility down to that. We are showing a bench and a small section of boardwalk because it does get a little soft and spongy the closer you get to the water. The intent is not a kayak launch. It is more of a kayak tie up for a stop off point. Part of the challenge we have is the 36 to 40-foot grade change which requires us to have about a 700-foot walkway to be accessible to get down to the water. That does not provide a great opportunity to bring a boat from the parking lot. It would not be practical to try to get cars down there either. **Mrs. Evans** commented that someone with an inflatable could probably manage it. Mr. Taylor answered that he does not think we would want to restrict it - it would be fine if they want to make the walk. The loop walk creates a really nice woodland walk and allows us to wind through the existing topography and vegetation to work with the grade to minimize the tree removals, which is a key component of the Green Acres Grant. Also, by staying at 5% grade, we do not have to put switchbacks and handrails in. The handrails are expensive and can be vandalized in a remote area. The more we can keep this natural the better. The trail connects down to the pebble beach and connects to other trails. That is an overview of Phase 1, which is the subject of the Grant application.

Graphics of future phases were also presented (graphic C3) showing connection with stairs up to the Long View Pavilion area and other trail loops. Another pathway connection could be made to the Creekside neighborhood if the HOA approves it. This graphic also shows the trail and driveway access from the senior development that will be built. Eventually the original driveway will need to be redone.

Some of the specific design features were shown on the final graphic (C4). Shown are Big Rusty and the entrance sign. Giving homage to the history of the site, the entrance sign is made out of Core10 weathered steel. It has a rusted look. We will tie that into

other signage in the park. There are picnic tables, a toilet enclosure just off the parking lot, boardwalks, plantings, design features and amenities to make this a spectacular passive resource related park for generations to come.

**Mayor Gilmore** asked if the stairway in the future phase was the one that is there now. Mr. Taylor responded that it is close to where it is, but it will be Code compliant. She asked if that is where the pilings were from a dock at one time. He said yes – in future phases we will use money to clean those areas up. The tires at the shoreline were used and stacked strategically to stabilize the shore. **Mr. Montgomery** asked how it looked. Mr. Taylor answered the majority of it is covered by leaves and the shoreline is stable. Mr. Montgomery asked about the height of the lawn mounds. Mr. Taylor said they would be 4 – 7 feet high. Mayor Gilmore added that Thomas Dambo's troll would be hidden a bit, which is consistent with his vision. Mr. Taylor added that we want to get rid of the intrusive bamboo and ivy to make it better for our existing trees. Mrs. Evans said she was impressed and excited that the stakeholder ideas were being incorporated. Mr. Taylor commented that there will be accessible picnic tables, litter and recycling containers, fishing line receptacles to protect wildlife, dog waste receptacles, and bird and bat houses. Mr. Montgomery asked how long the walking loop would be and how long the path would be to the Lakeside development. Mr. Taylor answered walking loop would be 800 – 1100 feet and the Lakeside path would be 500 – 600 feet. Mr. Montgomery asked about the time frame for the project. Mr. Taylor said the first step is to adopt the resolution tonight. Then we can apply for the Green Acres Grant and it will take a few months to hear the result. DEP approval would take between 3 – 6 months. **Ms. Kosko** added the review period by DEP is 2 – 3 months after the submission deadline of February 7<sup>th</sup>. They cannot predict the length of time for the legislative appropriation process. The project period would be 2 years once approved. Mr. Taylor said this is a realistic time frame for the project. Mr. Montgomery asked what the odds were that we would receive the grant. Ms. Kosko replied that we do not know. They will rank the applications they receive based on their criteria. However, priority funding tends to be in your distressed communities and urban aid areas. The funding matches and allocations vary greatly. We are eligible for a 25% Grant and 75% in a 2% interest loan for a 20-year period. We are not eligible for 100% grant. We are in the overburdened classification as they define them. If we receive the full \$700,000 which is the maximum amount, our Open Space Tax would cover the loan payment. The Committee has already appropriated \$250,000 in last years Capital Improvement budget. She will be requesting additional \$500,000 in this year's Capital budget so we would match the Grant. Mr. Taylor added that the match strengthens our application, along with the outdoor education, signage telling the site history and the accessibility. Mr. Montgomery asked where Dunleavy's restaurant was on the map. Mr. Taylor pointed it out.

### **Mayor Gilmore opened Public Comment**

### **PUBLIC HEARING CONCERNING THE GRANT APPLICATION**

**Bruce Levinson**, 2 Fox Court – commented on how beautiful the park would be. He asked if the lawn mounds would be a maintenance problem to mow. **Mr. Taylor** answered that they would not be steeper than a 3 – 1 slope, so they could be mowed with standard equipment. He also asked about the kayak tie up with the tide change. Mr. Taylor explained that due to the pebble beach, at high tide the beach will not be visible, so we will keep the boardwalk and tie up at the edge of the water.

**Janice Ludden**, 14 Heather Lane – said she thinks the plans are great. She asked if the furnace from the pottery will be staying. Mr. Taylor answered yes, we do want to retain that character. She asked about the estimated cost of Phase 1. Mr. Taylor replied \$1.4 million. The Grant/loan would provide \$700,000. The Township allocated \$250,000 last year and will be asking for an additional \$500,000 in this year's budget. These projects have to be built under the Local Public Contract law, so costs will be high with prevailing wage requirement as required by the Grant.

**Cindy Tavormina**, 105 Masons Woods Lane – (online) asked about the “overburdened” classification. **Ms. Kosko** read from the Green Acres application definitions that were used to meet this classification.

Seeing no other questions, **Mayor Gilmore** formally closed the Public Hearing on the Green Acres Grant Application.

**RESOLUTION 2024-45-1** - Authorizing the Application and Execution of Grant Agreement with the NJDEP Green Acres Local Government Development Program

**Motion: Committeeman Montgomery. Second: Committeewoman Evans. All yes.**

**6. COMMENTS FROM THE PUBLIC – Agenda items only**  
**(Comments are limited to 5 minutes)**

No comments.

**7. ORDINANCES**

- A. **ORDINANCE 2024-1** – Amending Chapter 104 of the Code of the Township of Hainesport Entitled “Land Use” to Establish a New Affordable Accessory Apartment Provision (**Public Hearing and Final Adoption**)

No comments.

**Motion: Committeewoman Evans. Second: Committeewoman Tordy. All yes.**

- B. **ORDINANCE 2024-2** - Amending Chapter 44 of the Code of the Township of Hainesport Entitled “Affordable Housing” to Establish a Mandatory Set-Aside Provision (**First Reading and Introduction**) (**Public Hearing and Final Adoption February 13, 2024**)

**Mr. Gillespie** explained that this will go to the Joint Land Use Board for Master Plan consistency at their meeting and return to the Committee at the February 13<sup>th</sup> meeting for a Public Hearing.

**Motion: Committeeman Montgomery. Second: Committeewoman Tordy. All yes.**

## 8. RESOLUTIONS

- A. **RESOLUTION 2024-38-1** – Approving Firefighter into the NJ State Firemen’s Association

**Motion: Committeewoman Evans. Second: Committeeman Montgomery. All yes.**

- B. **RESOLUTION 2024-39-1** – Authorizing Issuance of Raffle Licenses to the Ladies Fire/EMS Auxiliary

**Mayor Gilmore** requested waiving the municipal fee for these licenses since they are benefitting the 100<sup>th</sup> anniversary celebration. All agreed.

**Motion: Committeeman Montgomery. Second: Committeewoman Evans. All yes.**

- C. **RESOLUTION 2024-40-1** – Adopting an Affirmative Marketing Plan for the Township of Hainesport

**Motion: Committeewoman Evans. Second: Committeewoman Tordy. All yes.**

- D. **RESOLUTION 2024-41-1** – Accepting a Housing Element and Fair Share Plan to Satisfy the Township’s Third Round Affordable Housing Obligation as Adopted by the Hainesport Township Joint Land Use Board

**Motion: Committeeman Montgomery. Second: Committeewoman Tordy. All yes.**

- E. **RESOLUTION 2024-42-1** – Adopting a 2024 Affordable Housing Spending Plan

**Motion: Committeewoman Tordy. Second: Committeeman Montgomery. All yes.**

- F. **RESOLUTION 2024-43-1** – Regarding any Shortfalls Associated with the Provision of Affordable Housing as Set Forth in the Township’s Third Round Housing Element and Fair Share Plan

**Motion: Committeewoman Tordy. Second: Mayor Gilmore. All yes.**

- G. **RESOLUTION 2024-44-1** – Adopting Affordability Assistance, Market to Affordable Program and for Rental and for Sale Units Operating Manuals for the Township of Hainesport

**Motion: Committeewoman Evans. Second: Committeewoman Tordy. All yes.**

## 9. BUSINESS

- A. **Approval of Mobile Home Park Licenses**

**2024-1** - Haines Mobile Home Park

**2024-2** – Russlyn Mobile Home Park

**Motion: Committeeman Montgomery. Second: Committeewoman Evans. All yes.**

## **B. Approval of Charitable Clothing Bin Licenses**

**2024-1** - Ameritex Industries (St. Paul's Lutheran Church)

**2024-2** - Ameritex Industries (CYO location)

**2024-3** – Better World Books

**Motion: Committeewoman Evans. Second: Committeewoman Tordy. All yes.**

## **C. Approval of Video/Pinball Licenses**

**2024-1** – Dunleavy's

**2024-2** – Tavern & Table

**Motion: Committeewoman Tordy. Second: Committeewoman Evans. All yes.**

## **10. COMMENTS FROM THE PUBLIC (Comments are limited to 5 minutes)**

**Joe Sciulli**, 3 Elsinore Drive – continued a statement from December's meeting that Bruce Levinson had read for him. The resolutions to apply to Congress for a Constitutional Convention were not referred this time. They were, however, reintroduced in January. The Convention entertains amendments to our Constitution that could risk our individual liberties. Two thirds of the states are needed to propose a Convention and three fourths of the states are needed to ratify the changes under the current Constitution, but the Convention can change the ground rules. This is not a partisan issue. He asked everyone to please write letters to State Legislators and the Committee could pass a resolution to oppose Constitutional Conventions. He gave materials to Ms. Kosko to distribute to the Committee.

## **11. COMMENTS FROM THE ADMINISTRATOR**

**Ms. Kosko** listed other towns in Burlington County that are identified by the State as "overburdened communities" for the Green Acres Grant - Burlington, Delran, Delanco, Fieldsboro, Maple Shade, Lumberton, Palmyra, Riverside, Westampton and Willingboro were among those listed. **Mr. Gillespie** added that many factors go in to the determination.

## **12. COMMENTS FROM THE SOLICITOR**

**Mr. Gillespie** congratulated the Committee on adopting the legislation and resolutions. Any objections or comments were due last week to Housing Element and Fair Share Plan and none were received. The compliance hearing is next week. Our documents will be delivered to Judge Covert tomorrow. We should be done with everything we need to do.

## **13. COMMENTS FROM THE COMMITTEE**

**Committeewoman Evans** – thanked Scott Taylor for the amazing design. She cannot wait to get started. She attended the County Commissioners Reorganization meeting January 4<sup>th</sup>. We had our first Green Team meeting January 16<sup>th</sup>. The Team is excited to put together their first submission. She bought a 100<sup>th</sup> anniversary garden flag. They are for sale here at the Township building for \$20. It is a good way to represent our enthusiasm for our wonderful anniversary year. She is looking forward to attending the 100<sup>th</sup> anniversary Dinner Dance on



February 16<sup>th</sup>. Tickets are still available. February is Black History Month. She encouraged everyone to visit the underground railroad museum in Smithville Park.

**Committeeman Montgomery** - thanked Scott Taylor and his design team. He is very excited about the park and the creative ways we will fund the project. He participated as the liaison from the Committee at the Environmental Commission meeting led by Janice Ludden. They have a great group of volunteers. He also bought a garden flag for his lawn. He asked everyone to please support the various fundraisers we are having. He is also looking forward to the Dinner Dance. He thanked Paula for her work on the grants and Tara for working on it as well.

**Committeewoman Tordy** - thanked everyone for coming out. She commended Scott Taylor and his design team for their excellent work. She also thanked Paula. She mentioned there are about 22 tickets left for the Dinner Dance on February 16<sup>th</sup>. She will also be attending the dance. It will be a great night out. The Tea & Fashion Show is March 3<sup>rd</sup>. Their team has worked very hard on this event. We will have over 50 baskets and luxury items to raffle. We appreciate the gracious donations from local businesses and individuals for the event. They are still accepting ads in the program priced as low as \$25. Tickets for the event are going fast. She thanked Joe Sciulli for his comments and said on the record that she is against the Constitutional Convention and she has sent her letters in.

**Mayor Gilmore** - thanked Scott Taylor design. She was here in 2017 and has seen the vision for the park change over the years based on what we can and cannot do, but a lot of the original vision is still there. She thanked Paula Kosko for all the hard work over the years. She thanked John Gillespie for getting our affordable housing plan together. She bought 7 garden flags to grace the entrance of the Glen and her home. She attended the Green Team kick off meeting and it well, as did the Environmental Committee meeting. There are a lot of good projects coming in the future. She thanked everyone for attending.

**Ms. Kosko** reported that she did the calculation for the Green Acres loan amount. For \$535,500 for 20 years with a 2% loan, we would have to pay \$26,750 each year which is very manageable.

#### 14. **BILL LIST**

**Motion: Committeeman Montgomery. Second: Committeewoman Evans. All yes.**

#### 15. **ADJOURNMENT @ 8:05 P. M.**

**Motion: Committeewoman Tordy. Second: Committeeman Montgomery. All yes.**

Respectfully Submitted,

*Paula L. Kosko*

Administrator/Municipal Clerk

**OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA**

**Township Committee Meeting**  
**January 30, 2024**  
**6:30 pm**

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### **2. YouTube Live**

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\*Public questions or comments *may not* be responded to on YouTube Live. Please use the GoToMeeting platform for all remote communication

The governing body requests that **questions or comments on agenda items be directed to the Administrator/Municipal Clerk by 4pm on the Tuesday of the meeting**. All questions and comments will be considered by the Township Committee and entered into the official minutes of the meeting.

Individuals calling into the phone number or accessing from a computer will be able to fully participate in the meeting. However, all persons calling in will be asked to place their phones on mute unless speaking and being recognized to speak during a Public Hearing or Comments from the Public. A non-public dial in number will be used if executive session is required.