

Members Present (Quorum Established at Four or More Members)		
<input checked="" type="checkbox"/> Anthony "Tony" Saltalamacchia (Vice Chair) <input checked="" type="checkbox"/> Frank Ceccacci <input checked="" type="checkbox"/> Jessica Pearson (Liaison to Planning Board) <input checked="" type="checkbox"/> Michael Auteri (Alternate I) <input checked="" type="checkbox"/> Sean DiBartolo <input type="checkbox"/> Timothy Kiernan (Alternate II) <input checked="" type="checkbox"/> Martin Golan <input type="checkbox"/> Mayor Kevin Ryan (Liaison from Town Council) <input checked="" type="checkbox"/> Sarah Yauch O'Farrell		
	DISCUSSION	ACTION REQUIRED
1.	Call to Order by Tony: a) Open Public Meetings Act Statement b) Roll Call performed.	<ul style="list-style-type: none"> None
2.	Public Comment Period: <ul style="list-style-type: none"> MOTION to Open Public Comment Period: Sarah; Seconded: Mike. APPROVAL: All Members Present AYE. No Public Comment. Period Closed. 	<ul style="list-style-type: none"> None
3.	Approval of December 12, 2018 Meeting Minutes: <ul style="list-style-type: none"> MOTION to Approve: Sarah; Seconded: Jess. APPROVAL: All Members Present AYE. 	<ul style="list-style-type: none"> Mike and Sean have access to VEC website and will upload approved minutes. Sean will email approved minutes to Township Clerk Kiernan and Steve Neale
4.	Discussion of Annual Report: <ul style="list-style-type: none"> Additions: Frank added: "Access to Fresh Foods" to Section 3, Subsection F: Roundtable topics. Deletions: none made. MOTION to submit approved report to Council and Manager: Tony; Seconded: Martin. APPROVAL: All Members Present AYE. 	<ul style="list-style-type: none"> Sean will email to Manager Cavallo, Mayor Ryan, Clerk Kiernan and Steve Neale for publication. Sean will upload to the VEC Web Site.
5.	Updates: <ul style="list-style-type: none"> a) 2019 Community Development Block Grant Related to Rain Garden at Community Center: <ul style="list-style-type: none"> Mike DeCarlo reports he is working on design for an "e" inlet and relying on Rutgers Rain Garden plans submitted in Spring of 2018 for installation at the VCC. (Others thought it was to be installed at the Library site). The cost of installation will likely be covered by Township, and the Township prefers that the VEC defer application to the ANJEC grant mostly due to logistical issues like projected start and finish times and financials that may fall outside of the Grant's parameters. Steve Neale suggests an interdepartmental meeting with Town officials to discuss the CDB Grant, the location and our plans moving forward. MOTION to table the rain garden until the town can act on our plans: Jess; Seconded: Tony. APPROVAL: All Members Present AYE. 	<ul style="list-style-type: none"> Contact Steve Neale and Mike DeCarlo for further understanding of funding/installation guidance Jess and Sean will continue to stay in contact with Steve Neale and Mike DeCarlo on all updates on money and scheduling for the Rain Garden. Meeting to be scheduled between department heads Tommy Jacobsen, Mike DeCarlo, Steve Neale, Chuck Molinaro and Manager Cavallo to discuss plans in more detail. Update next meeting.

	<p>b) ERI Presentation to the Planning Board update (Jess):</p> <ul style="list-style-type: none"> ○ The final report has been completed and many of the VEC's comments have been incorporated in an addendum of the report. ○ This report, created every 10 years or so, informs other authorities in town on the Master Plan and other future zoning codes. ○ An Electronic version of the final ERI will be sent out by Steve Neale in the next week. ○ The 2018 Verona ERI will <u>not</u> include the town's tree inventory. 	<ul style="list-style-type: none"> ● Awaiting final copy to be sent to us by Steve Neale. ● Final draft will help inform a Masterplan Re-examination. ● VEC will play a role in Masterplan Env. Section.
	<p>c) Site Plan Review/Tree/ Stormwater Ordinances:</p> <ul style="list-style-type: none"> ○ Site Plan, Stormwater, among other Ordinance drafts sent to Sean and Jess and are currently under review. ○ Jess has made comments and sent to Sean for incorporation with his comments into a marked draft doc. ○ There is a new Site Plan Review Ordinance that specifies the need for multiple documents to be submitted before an application is deemed completed and before a board will schedule a hearing. ○ There is an Electronic Site Plan Review Ordinance in the works for electronic submission of all plans, reports and blueprints to accommodate a more streamlined review by all parties. ○ Sean would like to see a model timeline from plan submission to review to the hearing for a complete understanding of the new process. ○ Sean suggests that all plans should require e-submission with only 2 hard copies on file. ○ Jess re-sent our preferred draft of a Tree Ordinance to Mike DeCarlo last Friday 1/4/19 for his continued review. 	<ul style="list-style-type: none"> ● Ordinance Drafts will be reviewed in an ongoing manner by VEC for further editing. Sean/Jess reviewing team. ● All comments will be forwarded to Mike DeCarlo for his review and hopefully to be incorporated into the Ordinance ● Sean will incorporate our comments on the Stormwater Ordinance on a marked word doc to be emailed to Township Engineer Mike DeCarlo in the next week or so.
	<p>d) VEC Plan Review (Sean/Jess):</p> <ul style="list-style-type: none"> ○ Kensington: Expectations of final meeting/Vote on 1/10/19. ○ 106 Park Avenue: 2nd Floor Addition to be heard in Feb mtg. ○ 100 Bloomfield Ave (Acura): Denied (Dec mtg). ○ 54 Oakridge Ave: Approved (Dec mtg). ○ UPCOMING Planning Board will have two special meetings to evaluate whether three properties may be considered Areas in Need of Redevelopment. TCI on Sunset (1/31/2019); Cameco and surrounding properties on Pine Street (2/5/2019); and Bloomfield Ave across from Fire House 1 where a billboard sits behind Fells Road (2/5/2019). 	<ul style="list-style-type: none"> ● Kensington application being heard on Thursday, 1/9/2019 at 7:30 p.m. at VCC in ballroom. ● 106 Park Street was pushed back to the Feb. Meeting ● Special Planning Board Meetings will be on 1/31 and 2/5 at 7:30 p.m. at the VCC ballroom
	<p>e) Carbon Fee Resolution Discussion on Citizens Climate Lobby in support of Resolution in favor of Carbon fees:</p> <ul style="list-style-type: none"> ○ Draft Review. ○ Motion to Send Resolution to Council: Tony; Seconded: Sean. ○ APPROVAL: All Members Present AYE. 	<ul style="list-style-type: none"> ● Corrections were made on CO₂ ● Corrections were made to replace the word "tax" with "fee" throughout the document. ● Jess will email to Mr. Cavallo, Mayor Ryan and Ms. Kiernan tomorrow with Letter (PDFs).

	<p>f) VEC Organization follow up:</p> <ul style="list-style-type: none"> ○ An internal vote was taken for new chairperson. Tony nominated Jess, who also wanted to nominate others. Others were not able to accept nominations at this time. Jess asked if there were any other nominations to be made. None shown. Jess accepted the nomination. ○ Jess asked for Mike and Sarah to help with social media and they accepted the task. Jess will continue to lead. ○ Mike has credentials for Twitter and shared with Jess. Mike will lead and Jess will post as well. ○ Sarah will look into creating an Instagram account for the VEC. The VEC currently does not have an Instagram account. Mike will aid with Instagram. ○ Mike is a webmaster by trade. Mike volunteered to reorganize and potentially create a new site. Sean and Mike have the credentials for the VEC Web site currently managed by former Chairperson. Both are very comfortable uploading our minutes and documents, pictures etc. to the site. We all agreed to contact the Town to get guidance on how to proceed with the web site. ○ As a matter of compliance and regardless of our own site, minutes need to be emailed to our Township Clerk and Steve Neale. Sean will take charge. ○ Frank, who was attending the Essex County EC meetings has volunteered instead, to become the VEC liaison to Sustainable Verona, as is mandated by the State. ○ MOTION for Jess to become new Chair: Tony, Seconded: Sarah. ○ APPROVAL: All Members Present voted AYE. ○ Tony Saltalamacchia will maintain his Vice Chair Post. 	<ul style="list-style-type: none"> • Jess will contact Mayor Ryan and Matt Cavallo to pass along the internal vote results. • Jess will add Mike and Sarah on the VEC Facebook page as editors. • Sean and Mike will contact Steve Neale on the how best to host and manage the VEC website-privately or hosted by Verona TBD. • Sean will be emailing approved meeting minutes to Ms. Kiernan and Steve Neale on an ongoing basis. • Frank will be attending the Sustainable Verona Meeting on 2/6/2019 and Jess will contact Steve Neale to update him on Frank's membership.
6.	<p>New Business:</p>	
	<p>a) ANJEC Dues:</p> <ul style="list-style-type: none"> ○ Commission members filled out their addresses on the form to be delivered to Mr. Cavallo for approval and submission to join ANJEC for 2019. 	<ul style="list-style-type: none"> • Jess will deliver to Mr. Cavallo.

	<p>b) Continued duties of members:</p> <ul style="list-style-type: none"> ○ Tony will formulate Meeting Agenda for the February 2019 meeting and be included on the Site Plan Committee of the VEC. ○ Jess will provide Meeting Minutes and continue social media activity, Planning Board membership, and Site Plan Review. Minutes may be taken on by another member or Vice Chair in the future. Agenda as well. ○ Sean will email site plans for review to VEC, lead site plan review, draft and email reviews to appropriate Board Secretaries, provide help on agenda and minutes and emailing according to compliance. ○ Frank agrees to be the liaison to Sustainable Verona. ○ Martin continues to attend all roundtable meetings to keep Verona active in surrounding community activity. ○ Sarah and Mike will take a more active roll on Social media and Mike on the Web site. ○ Sarah to help with organization of future clean-ups and with outreach to community/schools/volunteers. ○ Each Cleanup activity will be organized by one or two members and will direct other members' actions. All members will make their best effort to support the event, attend and help in set up and break down. 	
	<p>c) Training:</p> <ul style="list-style-type: none"> ○ Sean sent an ANJEC training course out for VEC members on What Commissions do. Attendance is not mandatory but is suggested. ○ Sean and Jess also advised all VEC Members to take the 45 minute interactive online Stormwater Course available on the NJ State web site to better understand the Stormwater laws for development. 	<ul style="list-style-type: none"> ● Sean will resend the link to all members for the Stormwater training online.
	<p>d) Community Garden</p> <ul style="list-style-type: none"> ○ Sustainable Verona will be working with the VEC on this. A \$20,000 grant is being applied for from Partners in Health: \$10k for healthy eating (Garden) and \$10k for healthy living (Bike racks along the Avenue). ○ Mike DeCarlo has been working on plans for the Garden and they include raised beds, ADA accessible beds, fencing and a planted buffer between the garden plots and the parking lot behind Terry's Drugs. 	<ul style="list-style-type: none"> ● Wait to hear from Steve Neale on the Grant process and on timing. ● Ask Mike DeCarlo to show the VEC his blueprints for the garden.
7.	<p>Adjournment Next Meeting: Wednesday, February 13, 2019 at 7 p.m.</p>	VCC meeting Room