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MEMORANDUM

To: RMP Update Committee
From: Margaret Nordstrom, Executive Director
Subject: Record of RMP Update Committee Meeting of January 7, 2015
Date: January 14, 2015

The RMP Update Committee met on Wednesday, January 7, 2015 at the Highlands Council office in Chester. Committee Members present: Council Chairman Rilee (on phone), Committee Chair Alstede, Member Vohden, and Member Sebetich.

Highlands Council Staff Members present: Margaret Nordstrom, Andy Davis, Chris Danis, Judy Thornton, Corey Piasecki, Jim Hutzelmann, Carole Ann Dicton, and Annette Tagliareni.

Also present via phone: Tyler Yingling, Assistant Counsel, Governor's Authorities Unit.

Committee Chair Alstede called the meeting to order at 1:15pm.

The following topics were discussed:

Progress Report:

Corey Piasecki reported that the Central (Morris & Somerset Counties) Municipal Stakeholder and Public Outreach meetings were held on December 15th at County College of Morris. The northern (Passaic, Bergen, and Sussex counties) and southern (Hunterdon & Warren counties) meetings are scheduled for January 12th (Sussex County Technical School) and January 14th (Oldwick Fire Co. Social Hall), respectively. Public Outreach Workshops are scheduled at the same locations on those dates, at 7:00pm.

Draft Outline for Technical Advisory Committee (TAC) Meetings – Corey Piasecki noted that this document is an excerpt from the Public Participation and Outreach document that was previously distributed to the committee and Council.

Tentative Technical Advisory Committee (TAC) Member List – The committee received a draft list of TAC members. Nominations have been submitted by various entities and a request was sent to Council and NJDEP for their nominations. Highlands Council staff recommended that:

- TAC group size be limited to 15-20 individuals;
- All interested candidates be required to provide a resume;
- Individuals be designated to participate in not more than two TACs; and
- Each TAC include two Council members, with the exception of the Implementation TAC, which should include the full RMP update committee.

The committee agreed with this approach. Member Vohden asked who will finalize the TAC Member List. Ms. Nordstrom responded that the list will be finalized by the committee and provided to the Council for approval. Corey Piasecki noted that this list remains confidential until it is finalized.

There was discussion by the committee and staff regarding the different TAC's and how best to define each one. It was decided that Highlands Council staff will provide a description for each TAC to indicate its purview and illustrate the type and extent of technical expertise needed to support it. As suggested by Judy Thornton, it was also decided that specific criteria be developed by which to evaluate resumes submitted by prospective TAC members. Member Vohden asked who will facilitate the TAC meetings, once the TAC's are formed. Corey Piasecki responded that our consultant team from RPA will do so.

Stakeholder Meeting Summaries – The committee has received eight stakeholder meeting summaries for the meetings held thus far. Prepared by the RPA team, the summaries provide a record of each of the stakeholder meetings, including attendee lists, topics of discussion, and input provided. The summaries do not attribute comments to specific individuals, which is an intentional protocol announced at the outset of each meeting to ensure that commentary remains free-flowing. All Council members will receive the summaries as a part of their January Council meeting packets. After distribution, the summaries will be posted to Council's website.

Fiscal Impact Assessment (PlaceWorks) – Corey Piasecki reported that Council staff continues to work with PlaceWorks on the first component of the Fiscal Impact Assessment. The RMP Update Committee's support staff teleconferenced with Steven Gunnells, the lead consultant, and Courtenay Mercer of RPA, this past week to discuss some preliminary analyses. Staff members anticipate that Mr. Gunnells will present his first set of findings at the March Highlands Council meeting with a pre-presentation to the RMP Update Committee on Feb. 11th. Member Vohden suggested that the recently completed Sussex County Economic and Demographic Profile draft report, prepared by Rutgers Edward J. Bloustein School of Planning and Public Policy, would be of significant value to PlaceWorks in conducting the fiscal assessment. All agreed; Member Vohden will forward a copy to Ms. Nordstrom who will forward it on to Mr. Gunnells.

Public Comment Web Portal – Corey Piasecki reported that we have collected approximately 50 comments so far, and that the portal is scheduled to close on February 27th, however the committee may choose to keep the portal open until the Public Outreach Workshops are completed.

Land Use Land Cover (LULC) Data Timing – Corey Piasecki reported that the current LULC data is seven years old. The new LULC data is expected soon and Highlands staff recommends that the committee not proceed with any analysis until this data is received. The committee was in agreement with this approach.

Committee Chair Alstede will present a report to the full Council at its January 22 meeting. The next RMP Update Committee meetings have been scheduled for February 11th and March 11th.

The meeting was adjourned at 2:24pm.