March 17, 2021 Minutes of the Meeting
Delaware and Raritan Canal Commission

TIME: 10:00 a.m.
DATE: March 17, 2021
PLACE: Prallsville Mills, Stockton, New Jersey

ATTENDING COMMISSIONERS:
Vice-Chairman Bruce Stout; Acting Director of Parks and Forestry Robin Madden, designee for Acting Commissioner Shawn LaTourrette; Commissioner Phillip Lubitz; Commissioner John Reiser; Commissioner John Loos; Commissioner Douglas Palmer; Commissioner Chris Shoffner; all participated via online platform and teleconference.

STAFF: Executive Director John Hutchison was present in the Commission conference room; Commission Engineer Joseph Ruggeri, Ms. Colleen Maloney, and Deputy Attorney General Jason Kane participated via online platform and teleconference.

GUESTS: Patricia Kallesser, Superintendent, Delaware and Raritan Canal State Park; Stephanie V. Fox, DEP Natural Resource Specialist, Delaware and Raritan Canal State Park; Vicki Chirco, DEP Park Historian; William White, NJDEP, ORD; Mike Sellar, NJWSA; Robert von Zumbusch, D&R Canal Commission Master Plan Advisory Committee; Linda Barth, D&R Canal Watch; Robert Barth, D&R Canal Watch; Brandi Bartolomeo, PSE&G; Tom Paterson, PSE&G; Brian Seidel; James Mitchell; Brian Sheehan; Ryan Gormley; Any Smith Scannell; Jeff Haberman; Robert Freud; Michael Burns; Erik Boe; Joshua Fink; Wayne Petko; Wes Beers; Bob Uhlrik; Jaipartap Ranu.

Vice-Chairman Stout announced that this was a monthly meeting of the Delaware and Raritan Canal Commission and that the provisions of the “Senator Byron Baer Open Public Meetings Act” (OPMA) had been complied with in the scheduling of the meeting.

Vice-Chairman Stout announced that the meeting was being taped pursuant to the exception set forth at Section C.(1) of DEP Policy & Procedure 2.85 “Prohibition of Recording in the Workplace” Policy adopted on September 18, 2019.

Administrative Items
Since Commission members were participating via telephonic device pursuant to Article III, Section 4
of the Commission Bylaws, Vice-Chairman Stout directed the Executive Director to call the roll.

Vice-Chairman Stout Present
Director Madden Present
Commissioner Reiser Present
Commissioner Loos Present
Commissioner Lubitz Present
Commissioner Shoffner Present
Commissioner Palmer Present

Vice-Chairman Stout confirmed the April 21, 2021 meeting date.

**Review Zone Projects**

**Zone A Projects**

Vice-Chairman Stout stated that projects #21-5668 and #21-5669, listed immediately below, would be voted upon after discussion and comment later in the meeting.

- **#21-5668** Delaware and Raritan Canal State Park -- Cooley Tract Parking (Kingwood Township)
- **#21-5669** Delaware and Raritan Canal State Park -- Riverview Parking Area (Kingwood Township)

Vice-Chairman Stout stated that project #20-3475B, listed immediately below, would be separated from the remaining Zone A projects for discussion.

- **#20-3475B** The Trail at Princeton Pike -- Proposed Residential Development (Lawrence Township)

The Vice-Chairman stated the Commission would consider the following four Zone A projects:

- **#21-2903J** 1365 Lamberton Road Warehouse -- Major Modification (Hamilton Township)
- **#20-4399C** 51 Bridge Street -- Proposed Subdivision/Garage/Driveway (Lambertville City)
- **#20-5560** PSE&G Roseland-Pleasant Valley Transmission Project (Hopewell Township/ East Amwell Township/West Amwell Township/Lambertville City)
- **#20-5628** 1 Mill Street -- Proposed Single Family Dwelling (Stockton Borough)

The Vice-Chairman requested a motion on the four Zone A projects. Commissioner Reiser moved to approve the four projects, which motion was seconded by Commissioner Lubitz. Vice-Chairman Stout asked for comments and questions from the Commissioners and then the public. Hearing none, he asked the Director to call the roll:

Vice-Chairman Stout Yes
Director Madden Yes
Commissioner Reiser Yes
Vice-Chairman Stout requested a motion to approve the following project:

#20-3475B The Trail at Princeton Pike -- Proposed Residential Development (Lawrence Township)

Commissioner Lubitz made a motion to approve the project for the purposes of allowing a discussion. Commissioner Reiser seconded the motion. Vice-Chairman Stout asked for comment from the Commissioners and the public. Director Hutchison stated that Mr. Paul Larson of 170 Darrah Lane, Lawrence Township, submitted written comments to the Commissioners via email, which were provided to the Commissioners. Vice-Chairman Stout asked if Mr. Larson was in attendance. When it was determined that he was not, the Vice-Chairman directed Mr. Hutchison to append his written comments to the meeting minutes.

Director Madden inquired whether the project, given its proximity to the Baker-Brearly House, needed review and approval from the DEP State Historic Preservation Office (SHPO). Director Hutchison noted that the project was a private project that was not undertaken by the State, a county, municipality or an agency or instrumentality thereof, and did not entail the use of government monies. Therefore, it did not appear to require SHPO review pursuant to the provisions of the “New Jersey Register of Historic Places Act of 1970” (N.J.S.A. 13:1B-15.128 et seq.). Director Madden then asked whether the project needed approvals from other DEP programs, which in turn could trigger the requirement for SHPO review.

Mr. Szabo, representing the applicant, noted that no additional DEP land use approvals such as freshwater wetlands or flood hazard, which would have triggered SHPO review, were required in the case of the project.

After the Vice-Chairman confirmed that Mr. Larson was not present to offer any follow-up comments, he directed Director Hutchison to call the roll:

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<th>Commissioner</th>
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<td>Commissioner Loos</td>
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<td>Commissioner Lubitz</td>
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<td>Commissioner Shoffner</td>
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<td>Commissioner Palmer</td>
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The motion was approved.
Minutes
Vice-Chairman Stout inquired if Commissioners had any comments with respect to the February 17, 2021 meeting minutes. Hearing none, he called for a motion to approve the minutes as prepared by the staff. Commissioner Lubitz moved to approve the minutes as submitted, which motion was seconded by Commissioner Reiser. Vice-Chairman Stout directed Director Hutchison to call the roll:

Vice-Chairman Stout   Yes
Director Madden   Yes
Commissioner Reiser   Yes
Commissioner Loos   Yes
Commissioner Lubitz   Yes
Commissioner Shoffner   Yes
Commissioner Palmer   Absent

The minutes were approved.

Zone B Projects
Vice-Chairman Stout asked the Commissioners if they required any of the Zone B projects to be considered separately from the balance of the list. Commissioner Lubitz requested that two projects, namely #21-2818B East Windsor Senior Center -- Proposed Additions and #20-4939C Silvi Concrete -- Building Addition & Vehicle Parking, be individually considered.

Vice-Chairman Stout then asked for a motion to approve the remaining seven Zone B projects:

#20-0519A McDonald’s Hillsborough Restaurant -- Proposed Renovations (Hillsborough Township)
#21-2441DD Princeton University East Campus Garage (Municipality of Princeton)
#20-3374B Millstone Development -- Proposed Warehouse/Office (Millstone Township)
#20-3983C Hindu American Religious Center -- Storage and Kitchen (Robbinsville Township)
#20-4710A Forsgate -- Proposed Warehouse Facility -- S121 (South Brunswick Township)
#20-5601 36 Haypress Road -- Subdivision (South Brunswick Township)
#20-5608 1385 Livingston Avenue -- Building Addition (North Brunswick Township)

Commission Lubitz observed that the potential impacts of a project such as #20-3374B on the aquifer which underlies a rural community such as Millstone Township are similar to concerns expressed by residents of Kingwood Township with regard to groundwater recharge in that community. He noted that this was an issue which the Commission might wish to examine more closely when the Commission’s regulations were proposed for readoption.

Commissioner Lubitz made a motion to approve the seven Zone B projects, which was seconded by Commission Reiser. Vice-Chairman Stout asked if any Commissioner or member of the public wished to comment on any of the projects. Hearing none, he asked Director Hutchison to call the roll:
The motion was approved.

The Vice-Chairman asked for a motion on #21-2818B East Windsor Senior Center – Proposed Additions. Commissioner Lubitz made a motion to approve the project with the condition that the applicant transmit a letter to the Commission following completion of the scheduled maintenance and repairs related to the existing detention basin noted in the Commission staff report. Director Madden seconded the motion. Vice-Chairmen Stout asked if there were any additional comments, and seeing none, asked Director Hutchison to call the roll:

Vice-Chairman Stout                   Yes
Director Madden                      Yes
Commissioner Reiser                  Yes
Commissioner Loos                    Yes
Commissioner Lubitz                  Yes
Commissioner Shoffner                Yes
Commissioner Palmer                  Absent

The motion was approved.

Vice-Chairman Stout asked for a motion on #20-4939C Silvi Concrete – Building Addition & Vehicle Parking. Commissioner Lubitz made a motion to approve the project conditioned upon the applicant making repairs to the stormwater detention basin subject to the approval of the Commission Engineer. Commissioner Shoffner seconded the motion. Vice-Chairman Stout asked for comments or questions. Commissioner Reiser asked about what mechanisms were in place to ensure the long-term maintenance of stormwater management facilities. Director Hutchison noted that the applicant would be required to perform the maintenance activities outlined in the project’s Stormwater Operations and Maintenance (O&M) Manual, which is a required submission for each project that undergoes stormwater runoff and water quality review by the Commission. Commission Engineer Ruggeri commented that, in the past, municipalities occasionally took responsibility for maintenance of the stormwater management facilities as an inducement for projects to be constructed, but that this practice has been curtailed in recent years. Mr. Ruggeri notes that now a homeowner’s association or similar entity would be responsible for such maintenance.

The Vice-Chairman asked Director Hutchison to call the roll:

Vice-Chairman Stout                   Yes
Director Madden                      Yes
Commissioner Reiser                  Yes
Vice-Chairman Stout stated the Commission would address the two remaining Zone A “Governmental Projects”:

#21-5668 Delaware and Raritan Canal State Park -- Cooley Tract Parking (Kingwood Township)
#21-5669 Delaware and Raritan Canal State Park -- Riverview Parking Area (Kingwood Township)

The Vice-Chairman called for a motion to approve the projects. Commissioner Lubitz made a motion to approve the projects to permit a discussion on the projects, which was seconded by Commissioner Reiser.

The Vice-Chairman asked if any Commissioner or member of the public wished to offer comments on the projects. Commissioner Lubitz stated that he hoped that projects would address the issue of illegal parking along State Highway Route No. 29 (Route 29) in Kingwood Township. He also noted that it would be beneficial to implement a pedestrian-activated crossing at the Cooley Tract driveway along Route 29, which is a busy road during the summer months. Director Madden stated that the Cooley Tract Parking Lot would offer parking to a concession holder who could operate a shuttle service to the site for river recreation and that the New Jersey Department of Transportation (NJDOT) would be the agency responsible for constructing a pedestrian-activated crossing at the site. Commissioner Lubitz requested that Director Madden and the other appropriate officers of the DEP engage in a stakeholder meeting with the residents of Kingwood Township on this issue.

Commissioner Lubitz expressed his concern that the proposed parking sites were located in areas which were known to be associated with the Native Americans communities who once populated this portion of the State. He stated that artifacts dating to the year 6500 B.C.E. had been found, and that the Native American population continued to live in this area until around 1700 A.D. Commissioner Lubitz expressed his concern that the project schedules did not allow for sufficient time to conduct archeological studies prior to the commencement of construction. Director Madden stated that the DEP was in the process of consulting with the SHPO and would take all necessary precautions to protect any archeological resources as part of the project.

Separate and apart from the archeology issue, Commissioner Lubitz noted that Kingwood Township had been in active partnership with the State Government and the DEP Green Acres program to preserve open space within that municipality. However, he noted that when residents see the State Government acquire land for preservation, and consequently remove it from municipal property taxation, and then offer it for commercial use such as a park-related concession, which would result in a financial benefit to the State, such behavior undercuts a municipal government and its residents’ support for State-sponsored land preservation.
Commissioner Loos suggested the Commission make the project approvals subject to the condition that archeological test pits and studies be conducted prior to construction. Commissioner Lubitz stated he would accept Director Madden’s word that the DEP would take the appropriate measures.

Vice-Chairman Stout called for any additional comments from the public. Mr. Barth stated he would prefer that the archeological study be made a condition of any approval granted for the projects.

Mr. von Zumbusch stated that, in the case of the proposed Riverview Parking lot, a tree buffer should be mandated as a condition of approval. Director Madden noted that landscaping was included in the submitted project plans.

Commissioner Lubitz then offered an amended motion to provide that in the case of the proposed Riverview Parking Lot, that the project be approved with the condition that a vegetated buffer of native species be planted between the proposed parking area and the park multiuse trail. Commissioner Reiser agreed to second the amended motion. The Vice-Chairman then asked Director Hutchison to call the roll:

Vice-Chairman Stout    Yes
Director Madden        Yes
Commissioner Reiser    Yes
Commissioner Loos      Yes
Commissioner Lubitz    Yes
Commissioner Shoffner  Yes
Commissioner Palmer    Absent

**Executive Director’s Report:**
Director Hutchison began his report by noting the workload for the period encompassing February 16 to March 16. In addition to the 6 projects listed on the meeting agenda, the staff issued 27 staff reports containing various deficiencies, 2 jurisdictional determinations, and 9 certificates of approval. No general permits were issued.

The Director noted that in addition to the preparation of the above documents, staff organized 13 pre-application meetings for proposed projects, which, like last month was an indication of a significant workload. He also noted that 40 active projects were being reviewed by the staff.

Director Hutchison reported that application fee deposits for the month totaled $82,650. Total deposits for Fiscal Year 2021, which began on October 1, 2020, now stood at $389,663. He noted that the Commission only needed to collect an additional $60,337 in order to meet its $450,000 anticipated appropriation amount for the truncated 2021 State fiscal year. Mr. Hutchison stated that the strong fee collections were a reflection of the substantial workload the staff has experienced over the past year. In addition to the previously remarked upon trend in warehouse development in central New Jersey, Commission staff has also seen an increase in the number of residential developments being proposed to satisfy municipal affordable housing obligations in the Review Zone, which in turn is helping to drive the increase in fee collections.
Mr. Hutchison reported that Hawley Brothers Construction, which is the contractor working on the repair of the Commission offices, would begin the window replacement and exterior repair project this week.

The Director reported that he attended the quarterly Abbott Marshlands Council meeting on February 19. Topics of discussion included a presentation on a proposed Lenape Education Project for area schoolchildren, a discussion on the status of the former-Mercer Generating station property in Hamilton Township, a conversation on the accumulation of illegally-dumped trash along Lamberton Road and what strategies could be employed to discourage this behavior. He also conveyed that long-time chairperson Kay Widmer announced her intention to not seek reelection to another term and a new candidate will need to be elected at the next meeting which is tentatively scheduled for May 21.

The Director noted that the new DEP stormwater management regulations at N.J.A.C. 7:8 took effect on March 2, after a one-year period which followed their adoption in the New Jersey Register. The regulations provide that green infrastructure strategies will now be the preferred and predominate method for managing stormwater related to development projects, as well as as ensuring local government compliance with stormwater permits administered by DEP under the federal “Clean Water Act.”

Mr. Hutchison noted that the use of “green infrastructure” was a well-established management approach that encourages stormwater infiltration into the ground, rather than it being discharged into pipes and culverts that ultimately flow into the State’s waterways. This approach allows vegetation and soil to naturally filter out pollutants and reduce sediment impacts on waterways. Green infrastructure includes a broad range of technologies that are often employed by the Commission’s applicants, including rain gardens, bio-retention basins, vegetated swales, pervious paving and green roofs.

The Director noted that members of the regulated community had been contacting the Commission once the new regulations took effect, inquiring whether the Commission’s rules had been revised or whether the new DEP regulations overrode the Commission’s rules. As Mr. Ruggeri noted in last month’s meeting, the Commission’s regulations for the Review Zone of the Delaware and Raritan Canal State Park do not include a requirement for the use of green infrastructure. However, the inclusion of green infrastructure within a stormwater management system would assist an applicant with demonstrating compliance with one or more of the stormwater management requirements list at N.J.A.C. 7:45-8, since green infrastructure disconnects impervious surface by directing stormwater to infiltrate and/or be filtered through media.

The Director noted that to avoid confusion on this point, Commission Engineer Damian Friebel had drafted a “Frequently Asked Questions” (FAQ) document for the regulated community explaining this issue, which was then posted on the Commission website.

Mr. Hutchison also noted that the staff had added a new FAQ to the website to address an often confusing issue for applicants concerning the delineation of streams that are conveyed in a control structure such as a pipe, culvert or under a bridge. The new FAQ lays out the two most common scenarios and provides guidance to the regulated community on the correct manner to delineate a stream corridor, which in turn will minimize the need for applicants to re-delineate stream corridors as part of Commission applications. The Director noted that the rapid manner in which the staff could respond to
these issues demonstrated the value of maintaining a modern website under the control of the Commission staff, rather than the previous arrangement.

The Director reported that, on March 9, he participated in an additional meeting with Professor Jean Herb and the studio class which is reviewing the Commission’s 1989 Master Plan at the Bloustein School of Planning & Public Policy at Rutgers University. He noted that this meeting was a more wide-ranging discussion about the scope of their work and what shape a future Master Plan would take in the 21st century.

Finally, Director Hutchison noted that it had been called to the staff’s attention that the minutes to the January 20, 2021 Commission meeting contained a spelling error. The minutes inadvertently referred to the mayor of Montgomery Township by the name of “Deborah” Keenan. The mayor’s correct name is in fact “Devra.” Staff will correct the minutes posted on the Commission website, and offers its unreserved apologies to the mayor for the oversight.

Vice-Chairman Stout congratulated the staff on successfully managing the heavy workload of projects. Director Hutchison stated that the work Mr. Ruggeri has completed is the reason for the program’s success at managing its many tasks. Commissioner Loos asked for an update on the staff engineering compensation issue. Director Hutchison reported that he had a successful meeting with the new DEP Human Resources Director Juliet DeValle, and that he hoped for adequate compensation to be included in a new revised special project blanket overtime rate for the upcoming Fiscal Year 2022.

**Park Superintendent’s Report**

Natural Resource Specialist Fox reported that the pipes were stolen from inside the Carnegie Road Bridgetender’s House in Lawrence Township and that an investigation was being pursued by the Lawrence Township Police Department.

Ms. Fox reported that the DEP “Watershed Ambassador” program hosted two cleanups in the City of Trenton, that the park staff would be hosting an additional cleanup on March 20, and that the Raritan Headwaters Association would be conducting yet another cleanup event in April.

Ms. Fox noted that a new Delaware and Raritan Canal State Park map had been printed, and that it would be available in April. A Spanish language version of the map was also being worked on and would also be available soon.

Ms. Fox noted that plans for the future repair of the East Millstone Bridgetenders Station were still in development.

Ms. Fox reported that Superintendent Kallesser would resume her duties at the park in the beginning of April.

Ms. Fox stated that the State Park Service was engaged in the process of accepting bids for the operation of a tubing concession on the Delaware River until March 29.
New Jersey Water Supply Authority (NJWSA) Report
Mr. Sellar stated that the dredging project for the main portion of the Delaware and Raritan Canal continued to proceed in a successful manner and that approximately 95% of the dewatered dredged material had been trucked to its final destination. He reported that one park access area had been completely restored and the other impacted access area was in the process of being restored.

Mr. Sellar stated that the project to repair the Landing Lane Spillway in the City of New Brunswick was underway with the consultant finalizing plans and specifications. He noted that there was a tentative plan to bid the project in the spring for summer construction.

Mr. Sellar stated that the Island Farm Weir-Raritan River Embankment project was resuming after being stopped due to weather and material supply issues, including the installation of erosion matting and restoring canal path and staging areas.

Mr. Sellar also reported that that bids were due on March 26 for the operation of a three-year hydrilla monitoring and control program.

Mr. Sellar reported that Commission and DEP permit applications were being prepared for the rehabilitation of the canal upper embankment project from Bulls Island to Prallsville, which was the subject of a presentation at the February Commission meeting.

Mr. Sellar reported that NJWSA and Park Service staffs met to discuss the disposition of several dead/dying trees located at the Bulls Island Recreation boat launch that are damaging the embankment wall and require removal.

Vice-Chairman Stout asked Mr. Sellar for an update on the embankment repairs in Stockton Borough. Mr. Stellar stated that construction was tentatively scheduled to commence in the summer of 2021.

Mrs. Barth asked about the grading of the spillway close to the lock in South Bound Brook. Mr. Sellar stated the NJWSA did some grading last year, and that conditions limited the ability to do much more.

Old Business
Deputy Attorney General Kane provided Commissioners with an update on the status of PennEast Pipeline Company, LLC, Petitioner v. New Jersey, et al. before the United States Supreme Court. DAG Kane outlined the tentative schedule of review of the matter, which will focus on the of taking of State property in Federal court, including that the PennEast merits brief was submitted on March 1, with the supporting amicus briefs submitted on March 7, and that the State’s brief will be submitted on March 31 with its amicus briefs submitted shortly after, and then PennEast will respond to the State’s brief, with oral argument taking place in third or fourth week of April.

DAG Kane stated that when information regarding the video feed for the Supreme Court oral arguments was published, he would inform the Vice-Chairman and the Executive Director. Additionally, he stated that, when complete, he would send a copy of the State’s brief to the Commission.

Vice Chairman Loos inquired whether any progress had been made with providing that the Commission Executive Director no longer be represented by the International Brotherhood of Electrical Workers.
March 2021

(IBEW) Local 30. Mr. Hutchison responded that the DEP Human Resources Director was making the appropriate inquiries and that he had not received any further information on that topic.

Commissioner Lubitz asked DAG Kane to comment on the Biden administration’s comments on the PennEast case. DAG Kane stated that the Attorney General’s Office felt that their position is strongly based in the law. The Supreme Court traditionally tends to be a politicized court and the State brief will be tailored accordingly. The Office of the Solicitor General submitted a brief further entrenching the position on petitioner PennEast, and that will be addressed in the State’s brief.

Commissioner Lubitz asked for an update on the opening date for the northern section of the Bulls Island Recreation Area. Director Madden stated she did not have a specific date but that she would report back at a future Commission meeting and that the DEP would be sensitive to nesting. Ms. Fox indicated that all the trees scheduled for removal had been successfully removed from the proposed trail area and that park staff was in the process of obtaining price quotes for the removal of the former campground macadam roads.

In response to a query from Commissioner Lubitz, Director Hutchinson stated that the removal of former macadam campground roads at Bulls Island would proceed concurrently with the construction of the Cooley Tract and Riverview parking lots approved at today’s Commission meeting.

Commissioner Lubitz requested that an update on the reopening of the northern portion of the Bulls Island Recreation Area be discussed at the next meeting.

**New Business**

Commissioner Lubitz requested information on the rockfall mitigation project which NJDOT may be proposing to address rockfall along Route 29 and including in the vicinity of the local landmark, the Devil’s Tea Table, and which might trigger review by the Commission. Director Hutchison stated that it is uncertain if the project would be within the Commission’s review as there is not an application made. The Director stated he had been contacted by parties in Pennsylvania asking the Commission to take jurisdiction due to visual impact of the project.

Commissioner Lubitz stated his belief that the Commission needed to be proactive on issues concerning NJDOT, including the proposed rockfall project, which would potentially impact the Delaware and Raritan Canal State Park. Director Madden stated that the DEP was aware of the proposed rockfall project, which is similar to a project proposed for Interstate Highway Route No. 80 (I-80) in northern New Jersey. Given the amount of public interest in the I-80 project, DEP was maintaining a watchful eye on the situation.

Vice-Chairman Stout hoped that relations with NJDOT on this matter would be improved and noted that the NJDOT-Commission-SHPO Bridge Task Force was an example of positive collaboration between the entities.

Vice-Chairman Stout stated that today marked the final Commission meeting for John Loos. He thanked Commissioner Loos for his 16-year commitment to the work of the Commission. Commissioner Loos stated he appreciated the comment and was grateful for the opportunity to work with the Commission, its staff, the Park Service, and all of the canal’s the stakeholders. He regretted not
being able to resolve the Commission’s outstanding human resource and quorum issues and see that the update to the Commission’s Master Plan was concluded.

**Public Comment**
Mr. von Zumbusch stated that, related to the Lamberton Road project, there was a missed opportunity to preserve land within the Abbott Marshlands, and perhaps restore that area of the canal. He stated that any proposed revision of the Master Plan should include an examination of additional areas in the canal region which could be preserved for open space and recreation purposes, as well as his concerns with respect to the issue of the long-term maintenance of stormwater management facilities. He further stated that commercial use of State park land, as discussed related to the two park parking lot projects, can be a beneficial use.

**Written Public Comments**
At the direction of the Vice-Chairman the written comments submitted by Paul Larson are appended to the minutes.

**Executive Session**
None.

**Adjournment**
There being no other business, Vice-Chairman Stout entertained a motion to adjourn. Commissioner Lubitz moved to adjourn the meeting, which motion was seconded by Commissioner Shoffner. Vice-Chairman Stout called for a vote on the motion to adjourn, which was unanimously approved by voice vote.

The meeting adjourned at 11:40 a.m.

Respectfully submitted,

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John Hutchison, Secretary