



**March 18, 2026, Minutes of the Meeting
Delaware and Raritan Canal Commission**

TIME: 10:00 a.m.
DATE: March 18, 2026
PLACE: Prallsville Mills, Stockton, New Jersey

ATTENDING COMMISSIONERS:

Vice-Chairman Robert Bostock, Commissioner Phillip Lubitz, and Commissioner Matthew Walsh attended the meeting in the Commission Office. Commissioner Douglas Palmer, Commissioner Randy Jones, Commissioner Designee Robin Madden and Commissioner Caryl “Chris” Shoffner participated via online platform and teleconference.

STAFF: Executive Director John Hutchison, Commission Engineer Joseph Ruggeri, Deputy Attorney General Jordan Viana, and Executive Assistant Erica Vavrence attended the meeting in the Commission office. Communications Director Darlene Yuhas participated via online platform.

GUESTS: Michael Sellar, New Jersey Water Supply Authority (NJWSA); Maggie Mitchell-Strehl, Superintendent, Delaware and Raritan Canal State Park; David Rey; Toni Sapio; Jonathan Santos; Howard Geneslaw; Jennifer Lastella; Hannah Duarte; Domenica Meyer; Douglas Pszczolkowski; Dan Levine; Gerod Dvorak; Ryan Ward; Patrick Ennis; Parshva Shah; and John Mikusa.

Vice-Chairman Bostock 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 Bostock 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.

Since some Commission members were participating via telephonic device pursuant to Article III, Section 4 of the Commission Bylaws, Vice-Chairman Bostock asked Executive Director Hutchison to call the roll:

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Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Absent
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

Director Hutchison stated that a quorum was present.

Administrative Items

Confirmation of April 15, 2026, Meeting Date

Vice-Chairman Bostock announced that the next meeting of the Delaware and Raritan Canal Commission was scheduled for April 15, 2026, at 10:00 a.m.

Minutes

Approval of the Minutes of the February 18, 2026, Commission meeting

The Vice-Chairman inquired if any of the Commissioners wished to propose edits or corrections to the minutes. Hearing none, Vice-Chairman Bostock asked for a motion to approve the minutes of the February 18, 2026, Commission meeting as prepared by staff. Commissioner Walsh made a motion to approve, which was seconded by Commissioner Shoffner.

At the request of the Vice-Chairman, Director Hutchison then called the roll:

Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Absent
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

The motion was approved.

Review Zone Actions

Zone A Projects

#25-6342 295 Canal Road -- Commercial Signage (South Bound Brook Borough)

The Voce-Chairman stated that the Commission would not take action on the project, as it was administratively-incomplete due to the lack of required municipal approval.

Commissioner Designee Madden joined the meeting via online platform at 10:09 a.m.

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Zone B Projects

#23-2308K Trenton-Mercer Airport -- Terminal Building Replacement (Ewing Township)

At the Vice-Chairman's request, Director Hutchison provided a brief description of the project.

Vice-Chairman Bostock asked if any members of the Commission or the public had questions or comments on the project. Hearing none, he asked for a motion to approve the project. Commissioner Palmer made a motion to approve the project, seconded by Commissioner Jones.

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

Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Abstain
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

#25-4257A 22 Brick Yard Road -- Stormwater Management Wet Pond (Cranbury Township)

In response to a request from Vice-Chairman Bostock, the Director provided a brief description of the project.

Vice-Chairman Bostock asked if any members of the Commission or the public had questions or comments on the project. Hearing none, he asked for a motion to approve the project. Commissioner Lubitz made a motion to approve the project, seconded by Commissioner Walsh.

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

Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Yes
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

#25-6287 1646 Reed Road -- Community and Senior Center (Hopewell Township)

At the Vice-Chairman's request, the Director provided an overview of the project.

Vice-Chairman Bostock asked if any members of the Commission or the public had questions or

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comments on the project. Hearing none, he asked for a motion to approve the project. Commissioner Shoffner made a motion to approve the project, seconded by Commissioner Lubitz.

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

Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Yes
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

#25-6295 Schalks Crossing Road -- Bridge Improvements (Plainsboro Township)

At the Vice-Chairman's request, Director Hutchison provided a brief description of the project.

Vice-Chairman Bostock asked if any members of the Commission or the public had questions or comments on the project. Hearing none, he asked for a motion to approve the project. Commissioner Lubitz made a motion to approve the project, seconded by Commissioner Walsh.

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

Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Yes
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

Executive Director's Report

Director Hutchison reported on the workload for the period encompassing February 18, 2026, to March 18, 2026. In addition to the 4 projects listed on the agenda, the staff issued 12 deficient staff reports, 7 jurisdictional determinations, 8 certificates of approval, and 6 general permits. The Director also noted that two staff reports had been calendared for the April 15, 2026, meeting. Further, staff organized and conducted several pre-application meetings related to proposed and pending projects. As of March 18, 2026, there were 22 projects undergoing review.

The Director reported that fee collections totaled \$44,750 for the month. He said the amount was a bit of a relief given the low (\$15,400) amount reported on last month, and that it tracked closely with the \$40,300 collected in March 2025 and was much better than the \$20,337.50 collected in March 2024.

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He said that so far in Fiscal Year 2026, the Commission has collected \$317,800 of its \$385,000 anticipated appropriation amount. Thus, with about 75% of the fiscal year completed, the Commission had collected 82% of its annual anticipated appropriation amount.

The Commission project file digitization project passed another significant milestone during the month. Thirteen boxes of files were scanned by Megan Black bringing the year-to-date total to 35. A total of 414 boxes out of 526 boxes of project files have been digitized, which constituted 79% of the total.

With respect to the Commission Master Plan revision project, the Director said he was pleased to report that it took another step in the last week. A multi-part questionnaire was emailed to two dozen people who were identified as “key stakeholders.” The questionnaire sought their perspective on -- and their ranking of -- various issues impacting the canal and Review Zone, ranging from historic preservation and the condition of State park access and amenities, to the environment and climate resilience, regulatory efficiency and funding constraints.

The Director observed that the identified stakeholders, chosen for their specialized knowledge of the canal and the State park, possess the experience necessary to help the Commission build a foundation for a robust public engagement process planned for the coming months. The broader public engagement process will feature a series of public meetings and will involve interested elected and appointed officials on the municipal and county levels and members of the public.

Director Hutchison reported that he was able to trace the details involving the person who fell into the canal in Princeton that Vice-Chairman Bostock alluded to during the February meeting. Apparently a skater was on the canal ice in the vicinity of Alexander Road on the evening of February 10 and fell onto, but not into, the ice, and sustained a head injury. The Director said that according to media reports Patrolman Luis Martinez of the Princeton Police Department, ran nearly a mile in the deep snow, negotiating ice, uneven ground, and darkness, to reach the individual. He said crews from several agencies responded to assist the police department including local fire and EMS personnel as well as crews from West Windsor Township and the New Jersey State Police.

The State Park Service posted a message on its social media accounts the next day warning park users that ice skating is not permitted at State parks, forests or recreation areas, that falling through ice can be fatal within minutes, and that people should think before they act, the Director said. When you put yourself at risk, you also put at risk the first responders who will come to your rescue, a sentiment that is wholeheartedly shared by the Commission staff, he noted.

The Director also thanked the newly appointed Commissioners for submitting their biographical information. He said the Commission website has been updated to reflect the appointment of new members.

Park Superintendent’s Report

Superintendent Mitchell-Strehl reported that recent winter weather had kept State Park Service maintenance staff busy clearing piles of snow within the Delaware and Raritan Canal State Park. High winds had also resulted in multiple reports of downed trees, requiring maintenance staff to tackle that removal work as well, the Superintendent said.

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She also stated that seasonal hiring was continuing, and the State Park Service was looking for individuals to serve in Visitor Service Assistant positions for the Bulls Island Recreation Area in Delaware Township. The Superintendent recommended that anyone interested in summer employment should contact staff in the Bulls Island office for further information.

In addition, the Superintendent reported that the Rockingham Historic Site in Franklin Township, Somerset County, was scheduled to be open to walk-in visitors during the month of March and, it was hoped, during April as well. She recommended that members of the public check social media sites for further details on the dates and times when the site would be able to accommodate visits.

Vice-Chairman Bostock acknowledged that the State Park Service staff had endured a much heavier workload as a result of the harsh weather conditions experienced this winter season. He expressed appreciation for their hard work and asked the Superintendent to convey the Commissioners' thanks for their efforts.

New Jersey Water Supply Authority (NJWSA) Report

Mr. Sellar reported that bids had been received for repair work at the Prallsville Mills culvert pit and wastewater modification and would be considered by NJWSA board members during their April meeting. He said it was expected that the project's contractor would receive a notice to proceed with the work either in late April or early May.

The Prallsville culvert pit is located at the north side of the Delaware and Raritan Canal between the canal and the multiuse trail, immediately upstream of the Prallsville Lock near the Prallsville Mills complex. In September 2021, extreme rainfall from Hurricane Ida heavily damaged spillway sluice gates and caused the collapse of a stone wall of the culvert pit.

Mr. Sellar said he was informed by the DEP Office of Resource Development that repairs to the pedestrian bridge over the canal at the Five Mile Lock public access area were completed.

The NJWSA had issued a request for proposals for consulting services for the rehabilitation of the Swan Creek aqueduct and culvert in Lambertville, and those proposals were due by April 15.

Mr. Sellar said that the NJWSA was expecting to open the Island Farm Weir fish ladder in Bound Brook, New Jersey in a few weeks and depending on weather conditions. Also, he said weather-related cleanup work was ongoing along the canal, and that crews were dealing with damaged trees along the multiuse trail, and removing trees from the canal.

Further, Mr. Sellar noted that mowing season was quickly approaching.

Vice-Chairman Bostock thanked Mr. Sellar and his NJWSA staff for the hard work involved with managing all the challenging weather events this winter.

Executive Session

None.

New Business

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First Amendment to the Memorandum of Agreement (MOA) between County of Mercer/Trenton Mercer Airport and the Delaware and Raritan Canal Commission dated May 6, 2011, related to regulated areas located at Block 373 Lot(s) 1, 5, 6, 7, 8 in Ewing Township.

In response to the Vice-Chairman's request for a brief summary on the amendment, Director Hutchison referred the Commissioners to detailed information included in their meeting packets. The Director then asked the Commissioners to approve a motion authorizing him to sign the First Amendment to the MOA on behalf of the Commission.

Vice-Chairman Bostock asked if any members of the Commission or the public had any questions or comments. Hearing none, he asked for a motion to authorize the Executive Director to sign the First Amendment to the MOA between County of Mercer/Trenton Mercer Airport and the Delaware and Raritan Canal Commission on behalf of the Commission. Commissioner Walsh made a motion to authorize the Executive Director to sign the First Amendment; Commissioner Shoffner seconded the motion.

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

Vice-Chairman Bostock	Yes
Commissioner Designee Madden	Abstain
Commissioner Jones	Yes
Commissioner Lubitz	Yes
Commissioner Palmer	Yes
Commissioner Shoffner	Yes
Commissioner Walsh	Yes

Old Business

None.

Public Comment

None.

Written Public Comments

None.

Adjournment

There being no other business, Vice-Chairman Bostock entertained a motion to adjourn. Commissioner Lubitz made a motion to adjourn, which was seconded by several Commissioners. Vice-Chairman Bostock called for a vote on the motion to adjourn, which was unanimously approved by a voice vote.

The meeting was adjourned at 10:28 a.m.

Respectfully submitted,

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A handwritten signature in black ink, appearing to read "John Hutchison". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

John Hutchison, Secretary