

## Morris County Trail Construction Grant Program

DATE: November 3, 2016

LOCATION: Cultural Center  
300 Mendham Road  
Morris Township, New Jersey

RE: Morris County Trail Construction Grant Program  
Advisory Review Committee  
**APPLICATION REVIEW**

The meeting was called to order at 3:00 p.m. Staff member Chaplick read the following notice: Notice of this meeting was posted on the bulletin board of the Clerk of the Board of Chosen Freeholders and faxed to the Morris County *Daily Record* and *Star Ledger*, and filed with the Morris County Clerk and the Municipal Clerk of the Township of Morris on September 29, 2016 in compliance with the Open Public Meeting Act. The above complies with the requirement of N.J.S.A. 10:4-10(A).

### ADVISORY COMMITTEE ROLL CALL

The following were present:

Commissioner Julie Baron  
Commissioner Richard Seabury  
Mr. Duncan Douglas  
Ms. Nita Galate

Commissioner Betty Cass-Schmidt  
Mr. Marty Epstein  
Mr. Tom Malinousky  
Ms. Isobel Olcott

### STAFF IN ATTENDANCE

Executive Director Dave Helmer MCPC  
Morris County Counsel John Napolitano, Esq.  
Deena Leary, Director MC Dept. Planning & Public Works  
Jim Hutzelmann, MCPC Engineering Manager  
Christine Marion, Director, MC Division of Planning & Preservation  
Barbara Murray, Coordinator, MC Open Space Program  
Denise Chaplick, MCPC, Coordinator, Trails Construction Grant Program

Denise Chaplick opened the meeting to note that administrative items and presentation of applications will be reviewed. The November 4 meeting will be deliberations.

Denise Chaplick then asked for nominations for a Chair and Vice Chair of the Committee. Commissioner Julie Baron nominated Betty Cass-Schmidt for Chair; Ms. Olcott seconded the nomination. Commissioner Julie Baron nominated Isobel Olcott for Vice Chair and was seconded by the nominations were closed and both unanimously approved by a roll call vote.

Denise introduced the new engineer for the Park Commission, Jim Hutzelmann.

Counsel John Napolitano went over the policies and guidelines as they relate to Conflict of Interest, and Confidentiality. Counsel Napolitano also advised the group that we are Advisory. The County requires us to follow the public meetings act, but we are not required to by law. The act does not really apply to this group, but the County policy is that all Advisory Committees operate under the Open Public Meetings Act.

Counsel Napolitano went on to discuss confidentiality noting what is said during the deliberations while in closed session stays in closed session until it is presented to the Freeholders.

Counsel Napolitano recommended that discussions between each other in closed session should stay in closed even after it is over. Counsel Napolitano outlined that the presentations and any questions on the application are going to be done in open session. When the Committee deliberates and are actually discussing project detail and whether or not to fund a project or why it should be funded, or not funded, will be done in closed session.

Staff informed the Committee that at tonight's review would largely consist of presentations and questions. They will be broken down into a series of four applications at a time, with about 15 minutes per application and then 30 minutes total for questions.

Denise Chaplick gave a quick overview of the program and outlined the purpose and requirements of the program. There are two different types of projects new trails and trail rehabilitation.

There are 16 applications submitted. They have been put into three different categories, eight loop style, six link (a linear extension), and two projects that are bridges. Total cost of all projects submitted is just under 1.4 million dollars. The total of grants being requested is one million thirteen thousand. A handout summarizes the grant totals submitted and amount of funds available.

Each application was reviewed in accordance with eligibility and requirements. Staff followed up with applicants if there was a glaring omission in the application or if a major clarification that was needed.

The summary pages included in the packet are for internal use only. They were not distributed to the applicants.

There was an opportunity for each applicant to elaborate on certain factors in appendix A. Some of the applicants did and others did not do it.

Applications will be presented in alphabetical order and are organized that way in the summary packet. We are going to present four applications in a group and then take questions. Each application will stand on its own merit. Staff will outline deficiencies or pitfalls of the application might trip up a projects cost or schedule due to unanticipated issues. Permitting is an example. Additionally, each project was reviewed as it relates to construction standards, i.e. if the trail is expected to have a high level of use for multiple users (walkers, joggers, and bikers) it should be 8 or 10 feet wide.

Applications were evaluated on their own merit as to whether or not they were construction ready. Denise Chaplick stated that partial funding of a project would not apply. Although the Historic Preservation Program sometimes will decide to fund only a portion of the project. They are able to do that because they have very detailed cost estimates and plans where they can clearly pick out

elements to fund. Given the limited details providing in cost estimates we could not do that with these projects, because some of the costs are not clearly defined. Therefore, we do not anticipate awarding partial funding. We could however, anticipate project phasing. In addition, details of the designs are not considered as part of the project evaluation.

Something could be deemed ineligible due to lack of requirements, something could be deemed incomplete due to lack of documentation, others could be considered a work in progress where further development is needed and recommended for the next cycle. These are things that would generally become a “not recommended for funding”, and valid reasons why you would make a decision to do that.

### Presentations

Barbara Murray and Denise Chaplick began the presentations. Barbara Murray used the GIS mapping to give an orientation of where each project is located, how it relates to its surroundings, and a little history if it has gone through previous Preservation Trust Programs such as open space. Denise Chaplick reviewed the details of each application outlined in the Summary Book. A chart summarizing the applications submitted is located herein.

Staff noted that there are several applications located on municipal lands. These applications will need to update their easements to reflect that they are permanently preserved parkland for recreational use. We have been in touch with each of those applicants and if they are awarded they will need to provide updated deeds and easements.

After applications were presented, the Committee agreed to conduct deliberations the following day (November 4, 2016) in closed session.

Betty Cass-Schmidt asked for a motion to adjourn the meeting for the evening, the motion was moved by Isobel Olcott, seconded by Nita Galate, and unanimously approved. The meeting was adjourned at 7:43 p.m.

**2016 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM  
SUMMARY OF APPLICATION SUBMISSIONS**

	<b>Municipality</b>	<b>Project Type</b>	<b>Project Name</b>	<b>Project Total</b>	<b>Match</b>	<b>Requested Grant</b>
<b>1</b>	Chatham Borough	New Construction	Historic Riverside Trail	\$154,460.00	\$60,750.00	\$93,710.00
<b>2</b>	Denville	New Construction	Bridge Construction	\$83,500.00	\$34,000.00	\$49,500.00
<b>3</b>	Florham Park	New Construction	Stobaeus-Briarwood Trail	\$30,075.00	\$6,015.00	\$24,060.00
<b>4</b>	Harding Township	New Construction	Bayne Park/Kirby Municipal Campus Trail	\$53,512.50	\$11,000.00	\$42,512.50
<b>5</b>	Jefferson Township	New Construction	Liffy Island Boardwalk & Trails	\$300,000.00	\$100,000.00	\$200,000.00
<b>6</b>	Long Hill Township	New Construction	Matthew G. Kantor Park Trail	\$23,500.00	\$4,700.00	\$18,800.00
<b>7</b>	Madison Borough	New Construction & Rehabilitation	Summerhill Park	\$100,000.00	\$20,000.00	\$80,000.00
<b>8</b>	Mendham Borough	New Construction & Trailhead	Scott Farm Perimeter Loop Walking Trail	\$28,000.00	\$5,600.00	\$22,400.00
<b>9</b>	Mine Hill	New Construction	Trail Construction	\$52,500.00	\$11,000.00	\$41,500.00
<b>10</b>	Montville Township	New Construction & Trailhead	Reily Field Look & Crossover Trail	\$9,229.66	\$1,845.94	\$7,383.72
<b>11</b>	Morristown	New Construction & Trailhead	Foote's Pond Wood Trail	\$165,870.00	\$33,174.00	\$132,696.00
<b>12</b>	Morris Township	New Construction	Jockey Hollow Top Preserve Accessible Loop Trail	\$98,280.00	\$19,660.00	\$78,620.00
<b>13</b>	Randolph Township	New Construction	Heritage Trail Extension	\$110,000.00	\$22,000.00	\$88,000.00
<b>14</b>	Rockaway Township	Rehab/Reconstruction	Egbert's Lake Trail	\$90,600.00	\$18,112.00	\$72,480.00
<b>15</b>	Roxbury Township	New Construction	Emmans Greenway	\$45,770.00	\$9,154.00	\$36,616.00
<b>16</b>	Washington Township	New Construction & Trailhead	South Branch - Drakestown Preserves Connector	\$40,800.00	\$15,600.00	\$25,200.00
<b>TOTALS</b>				<b>\$1,386,097.16</b>	<b>\$372,610.94</b>	<b>\$1,013,478.22</b>