

Morris County Trail Construction Grant Program

DATE: November 4, 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 Betty Cass-Schmidt
Commissioner Richard Seabury	Mr. Marty Epstein
Commissioner Barbara Shepard	Mr. Tom Malinousky
Mr. Duncan Douglas	Ms. Nita Galate
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 Hutzemann, 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

Staff Member Chaplick opened the meeting and thanked everyone for their help, noting that tonight's meeting would focus on deliberations, and then turned the meeting over to Chairperson Betty-Cass Schmidt. She reviewed operations and instructions as to what process would be followed for deliberations. She noted that we saw various degrees of the quality and completeness in the applications submitted; this should be considered, along with the Program's Rules and Regulations.

This year's program is a learning process for both the applicants and ourselves; this is not unusual for a new program. Right now, we have \$1,013,478.00 worth of project requests, and the funding amount available is \$ 704,574.00. Since most of the County Boards operate using consensus or

simple majority, the Chairperson recommends that this Committee also use this approach, if it is acceptable.

Ms. Nita Galate had a question about when recommendations would be made. The Chairperson stated that she would make a presentation of the committee's recommendations to the Freeholder Board on November 21st, which will be the first time the recommendations will become public. This will probably be done in some form of summary sheet, and there would likely be a press release. Once there is a presentation at the Freeholder Board Work Session, the information is public. Typically, Preservation Trust Programs send a letter from the Freeholder Director. The Trail Grant Program is likely to be the same. Ultimately, the Freeholders are approving or denying the grants.

Commissioner Shepard stated that she feels it is almost better instead of putting items in writing as to the rejection to have someone sit down with them and have a conversation where they can explain where we felt an application fell short.

Duncan Douglas feels that the first deficiency would of course be that we ran out of money, he then inquired who would make the decision as to what would be included as a deficiency other than that. He feels that there was not any applications that were severely deficient.

Commissioner Cass-Schmidt stated that with any program regardless of whether it was a grant program or just a contest for money, we should establish parameters for those that are getting money and those who are not. It is almost like a ranking process. She does not feel that there is a need to talk about any glaring deficiencies so much as there were "X" number of applications that were better. She suggested any applicants not recommended for funding have a meeting with staff to know how to improve your application for a future funding round.

Counsel Napolitano stated almost everything discussed actually goes into the evaluation criteria. If you look at the rules that we have 10 evaluation criteria we look for.

Unlike other programs where you would see a set of engineering design drawings that would make a lot of sense you have to remember that, it is an evaluation criterion it is not a firm issue.

Members asked their final questions on the applications before they closed the public portion of the meeting.

One question was regarding rehabilitation, in respect to not having the proper documentation from an application. Denise Chaplick explained that the Rockaway application Egbert's Lake Trail came in under the category of Rehab and Restoration. The requirements for that category is to provide documentation that the improvements were needed due to damage caused by a significant event. The applicant did not provide this information, even after being notified that it was a requirement. There was another application that come in under that category, Madison, they did provide the Committee with the proper documentation.

Denise Chaplick then clarified information that was received as part of the Washington Township application.

At this point Betty Cass-Schmidt asked for a motion to go into closed session. The motion was moved by Nita Galate and seconded by Barbara Shepard and approved at 3:34 PM

At 4:53 PM, the meeting returned to Open Session. Counsel Napolitano recommended that the Committee's funding recommendations discussed in closed session be forwarded to the Freeholders.

Betty Cass-Schmidt asked for a motion that a Resolution be prepared with the recommendations that were determined during closed session deliberations, which would then be forwarded onto the Freeholders. The motion was moved by Barbara Shepard, seconded by Isobel Olcott, and unanimously approved by roll call vote.

Betty Cass-Schmidt noted that the next step would be the presentation to the Freeholder Board. She also feels that a meeting should be held where the Committee and staff can go over the process they went through and gather input for next year's program.

There being no further business Betty Cass-Schmidt requested a motion to adjourn the meeting, which was moved by Julie Baron, seconded by Barbara Shepard, and unanimously approved. The meeting was adjourned at 4:56 PM.