

**Trails Advisory Committee  
Minutes  
January 14, 2015**

1. Call to order: Meeting was called to order at 7:05pm
2. Roll Call: Present: Pat Leonard, Jim Kuligowski, Dana Oley, Nancy Cole, Mark Fortin, Councilman Kramer, Fran Varacalli Absent: Jack Connelly
3. Reorganization:
  - Committee Member Chris Kelly attended the meeting and was congratulated as being selected Township Mayor to fulfill the unexpired term from Mayor Brian Levine who was elected as a Somerset County Freeholder. The Committee congratulated Chris and wished him well. Mayor Kelly said that due to his position as Mayor he would most likely not be able to continue to serve on the Trails Committee. He would contact F. Varacalli with the decision from the Twp. Attorney. He also stated that he wished to remain advised on the TAC information.
  - The meeting was turned over to F. Varacalli for the reorganization.
  - J. Kuligowski made a motion to nominate Nancy Cole as Trails Advisory Committee Chair. D. Oley seconded the motion. All members were in favor. Motion carried. There were no additional nominations.
  - D. Oley made a motion to nominate J. Kuligowski as Trails Advisory Committee Vice Chair. M. Fortin seconded the motion. All members were in favor. Motion carried. There were no other nominations for Vice Chair.

There were no motions for the position as Secretary as no Members wanted to fulfill the role. The Committee decided the Secretary role will be the responsibility of each committee member to be rotated between committee members at each meeting. The meeting was then turned back over to Chair, Nancy Cole.
  - Trails Committee Volunteer Positions: Currently, there are two committee openings, one with a two year term and one with a four year term. An additional opening may arise, pending a decision of Kelly's status as committee member. Cole suggested reaching out to photo contest entrants who showed interest in committee involvement. This was agreed upon, along with simultaneous posting of the openings on the township website.
4. 2015 Meeting Dates: Fortin made a motion to approve the meeting schedule as printed with the rescheduling of the November 11 meeting to November 18. Kuligowski seconded. All members in favor. Motion carried.
  - **2015 Trails Advisory Committee meeting schedule as follows:**  
(2<sup>nd</sup> Wed of every other month starting in Jan)
    - January 14
    - February 11 – no meeting
    - March 11
    - April – no meeting
    - May 13
    - June – no meeting
    - July 8
    - August – no meeting
    - September 9
    - October – no meeting
    - November 18
    - December – no meeting
5. 2015 Committee Members: As noted above (3. Reorganization).

6. September 10, 2014 minutes: Cole noted an error in Roll Call. Jack Connolly listed as absent, but was present. Fortin moved and Oley seconded a motion to approve the September 10, 2014 minutes with the revision to reflect Connolly's presence. Motion carried.
7. Opening of the meeting to the public: Fortin moved and Kuligowski seconded a motion to open the meeting to the public. Motion carried. No public comment. Fortin moved and Cole seconded a motion to close the public portion of the meeting. All members in favor. Motion carried.

New business:

- a. Ideas for 2015 goals:
  - i. TAC member only winter clean up: Cole suggested a TAC member only winter clean up. The red trail of Butler Road Natural Area was agreed upon for Saturday 02/07/2015 at 9:30 AM, with a snow date of Saturday 02/21/2015 at 9:30 AM.
  - ii. Volunteer Event: Fortin suggested selecting one trail for a volunteer clean up event. Location to be determined. It was suggested that we should each visit and evaluate our own trails to determine best location for volunteer event. Leonard indicated that Griggstown Native Grasslands Preserve trails are fine, but that there has been garbage found in the parking lot. Volunteer event to be held 04/11/2015 at 9:30 AM, with a rain date of 04/18/2015 at 9:30 AM.
  - iii. A suggestion was made to have a clean up event for the land between the canal and river. It was agreed that it's best to focus on township owned preserves (versus state properties).
  - iv. Cole suggested collaborating with John Clyde.
- b. 2015 Photo Contest: It was agreed that the photo contest should be held for 2015 and the deadline to submit photos would be June 30th to allow additional time to put the calendar together. Varacalli will begin advertising.
- c. 2015 Trails Calendar: Oley inquired about the ability to have calendars available for sale at CanalFest 2015 (versus pre-order only). Kramer suggested moving the photo contest up so that the calendars can be available for both Franklin Day Festival (09/20/2015) and CanalFest. Kramer also suggested including township events on the calendar as a method of advertising. Varacalli indicated that photo contest submission date would need to be 06/30/2015 in order to be voted on at July 2015 TAC meeting. This was agreed upon. It was also agreed that calendar should be a 15 month calendar (September 2015 – December 2016).
- d. Inman Park GPS map: Varacalli announced that the red trail has been mapped.
- e. Trail Assignments: Trail assignments are as follows:
  - Negri-Nepote Native grassland Preserve - Kuligowski
  - Bunker Hill Natural Area – Connolly and Fortin
  - Griggstown Native Grasslands Preserve – Cole and Leonard
  - Butler Road Natural Area - Oley
  - Franklin Park Natural Area – Kelly, if able to remain on committee. Fortin if Kelly not able.
  - Inman Park – To be decided pending final decision of Kelly's status as committee member.
- f. Adopt-A-Trail interest: Varacalli informed that people are continuing to sign up.
- g. Recreation Department database: Varacalli is working with Recreation and Parks Department to compile trail information. Department is using ProRagis database, a database used to assist in

management of township recreation areas and parks. Trail information has been included for all township parks and open space.

h. Trail Usage for Middlebush Park:

Fortin moved and Oley seconded a motion to remove walking, snowshoeing, and cross country skiing from the chart of Permitted Uses, but to include the above in a note at bottom. All members in favor. Motion carried.

Oley moved and Cole seconded a motion to include dogs on leash and bicycles as permitted uses, and to prohibit equestrian. All members in favor. Motion carried.

- i. Incident reports from police: Varacalli informed of two open space and hunting related incidents were reported by the police. Both incidents were on state property.
- j. Parking lot cameras: Continuing to work on getting cameras in parking lots. There has been discussion regarding recording versus monitoring footage.
- k. Geocaching trail: Varacalli suggested putting a policy in place for the placement of caches. She will be drafting a policy and the topic will be further discussed at March TAC meeting.
- l. Building Better Communities Grant application: Varacalli reported that we have been selected as a finalist for a project to include a natural play area at Middlebush Park. A letter of support from TAC will be submitted.

9. Old business:

- a. Canal Rd. Walk n Roll 2015: Varacalli will post dates on the website this week and will submit for permission to hang the banner.
- b. Open Space walks 2015 update: Varacalli reported that the flyer will be updated and sent out pending the confirmation of a couple of dates.
- c. N/S Trail update: Location of bridge crossing Six Mile Run creek was discussed. The current map will be proposed to DEP. Fortin moved and Kuligowski seconded a motion to accept the map as printed. All members in favor. Motion carried.
- d. Bikeway routes signage: Varacalli reported that all routes are mapped and we can proceed with posting signs.
- e. New Township map: It was suggested that water based markers, not dry erase markers, be used on new laminated township map.

10. Reports from other committees: No reports.

11. Announcements: New Jersey Land Conservation Rally will take place on 03/06/2015 in Trenton. This year's theme is Health. There will be 24-25 workshops.

12. Adjournment: Fortin moved and Cole seconded a motion to adjourn at 9:00pm. All members in favor. Motion carried.

Respectfully submitted,  
S. Dana Oley