

**Passaic County Open Space, Farmland and Historic Preservation Trust Fund Advisory
Committee Meeting Minutes from Thursday October 29, 2020**

Meeting call to order / Flag Salute: 6:40 pm led by Chair Sandy Lawson

Virtual Roll Call – Members Present: Freeholder Assad Akhter, Chair Sandy Lawson (Wanaque), Vice Chair Bernie Vroom (Bloomington), Isabel Agudelo (Passaic), Robin Canetti (Ringwood), Cindy Frank (Hawthorne), Maria-Elena Grant (Hewitt), Anne Kahwaty (Little Falls), Alice Szepietowski (Clifton), Bhupendra V. Gadhavi (Wayne), John D. Pogorelec, Jr., Esq. (Assistant County Counsel), Michael Lysicatos (Planning Director, Planning & Economic Development), Kelly Ruffel (Deputy County Administrator/County Cultural and Historic Affairs), Salvatore Presti (Assistant Planner, Planning & Economic Development), Greg Moore (Parks Department), (Nordan Murphy (Engineering Dept.).

Absent:, Angela Fields (Paterson), Laura Lee Harding.

Reorganization: Sandy Lawson nominated Maria-Elena Grant as chair which was accepted by Commissioner for the remainder of the year. A motion to approve Commissioner Grant as chair was moved by Commissioner Lawson and seconded by Commissioner Canetti. The vote passed unanimously.

Maria-Elena Grant nominated Anne Kahwaty as vice-chair which was accepted by Commissioner Kahwaty for the remainder of the year. A motion to approve Commissioner Grant as chair was moved by Commissioner Grant and seconded by Commissioner Canetti. The vote passed unanimously.

Commissioner Lawson nominated Cindy Frank as Secretary which was accepted by Commissioner Frank. A motion to approve was moved by Commissioner Vroom and seconded by Freeholder Akhter. The motion passed unanimously.

Public Portion: Commissioner Canetti made a motion to open the meeting to the public which was seconded by Commissioner Lawson. The motion passed unanimously. Seeing no one from the public participating via camera, call-in, or chat, Commissioner Vroom made the motion which was seconded by Commissioner Canetti. The motion passed unanimously.

Minutes: Commissioner Szepietowski motioned to accept minutes from the September 26, 2019 and seconded by Commissioner Vroom. **The motion passed unanimously.**

New Business: Planning Director Lysicatos asked for a moment of silence to recognize the passing of Kathleen Caren.

Updated 2020 Grant Application Review Schedule

Planning Director Lysicatos led a discussion of the updated schedule to review and consider the applications to the 2020 Open Space, Farmland, and Historic Preservation Grant Applications

received in the Spring. As a result of COVID-19 the schedule was pushed back, with application review occurring in the fall and winter with awards occurring early in 2021. As a result the decision was made to combine 2020 with 2021 year funding as the review would overlap with what would have been the normal 2021 solicitation, maximize the amount of grant funds available to the existing applications, and move as many “shovel-ready” projects to construction in 2021 as a form of economic stimulus. A schedule for the review, public hearings, and award of grants was shared with the committee (See attached schedule). The commissioners inquired about the cap for applications and were informed that there would be flexibility in the cap for awards with a total of \$3.5 million available total grant award funds.

The commissioners were asked for their feedback on the schedule and access to the applications using the Dropbox application. The commissioners responded positively and were briefed on the schedule for the virtual site visits during a two-night session in November, with an addition a night of deliberation in December and one last meeting in January. The dates were approved, and staff will work to publish them in the newspaper and on the County website.

Staff outlined the updated application submittals following a questionnaire and request for updates sent to 2020 applicants in the late summer/early fall. (See attached application log)

The commissioners were advised that they would be allowed on sites. Staff asked that if there was a desire to visit a non-public site to contact the Planning Department to coordinate access.

The Planning Director also advised that the Planning Department was moving to 401 Grand Street, Office 417 for future reference.

Meeting Schedule: Commissioner Lawson, made a motion to adopt virtual meeting dates for November 18/19, December 10 of 2020 and January 14, 2021 all to be held at 6:30 PM. The motion was seconded by Commissioner Frank and passed unanimously.

Old Business: Freeholder Akhter inquired about the City of Passaic’s ability to apply for new Open Space funds after the opening of Dundee island Park. Deputy Administrator provided that the City of Passaic would be permitted to apply for 2020 funds but going forward there would be a restriction on open space grant funding applications. Freeholder Akhter urged the commissioner to visit the park as an example of investment in the community.

Adjournment: With no more to discuss, at 7:52 a motion by Commissioner Grant, seconded by Freeholder Akhter.

**NEXT MEETING – THURSDAY, NOVEMBER 18 & 19 (VIRTUAL SITE VISITS) @
6:30 P.M.**

Respectfully submitted,

Cindy Frank

10/29/2020

Solicitation/Application Period for

2021 Program

ACTIVITY	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL
Solicit Updates to applications w/ 30 day deadline							
Review apps and solicit any needed info from applicants							
Site Visit Presentation and Discussion		Nov. 18/19 OSAC Mtg.					
Preliminary Recommendation Discussion							
Final Recommendations to Freeholder Committee							
Freeholder Board Action for Applications under \$100,000		Mid-Jan Comm. Mtg. Late-Jan Freeholder Meeting					
Publish Notice on Public Hearing							
30-Day Advertise Hearing for Applications over \$100,000							
Public Hearing on Applications over \$100,000							
45-Day Comment Period for Applications over \$100,000							
Final Board Action on Applications over \$100,000 and issue agreements							
Open Space Advisory Committee Meeting	Oct 22	Nov. 18/19	Dec 10	Jan 14			

Notes: The Open Space Committee's last scheduled meeting is November 18/19th. That meeting can be a review of the field visits and the recommendations can be made at a meeting scheduled for mid-December to advance to the Planning and Economic Development Committee on December 22nd. That agenda item would be to advance any projects under \$100K and to take formal action on scheduling a public hearing for the applications over \$100K. This will be the majority of the applications this year. The schedule shows the advertising and comment periods for that hearing which would bring us to a mid-March final award.

2020 Open Space, Farmland and Historic Preservation Trust Fund - Requests for Funding									
App #	App. Rank	Municipality / Non-Profit	Project Name	Total Amount Needed	Grant Request	Unexpended Grant(s) Total	Green Acres Funding	Municipal Funding	Additional Funding
2020-01		Bloomingsdale	Delazier Field Grandstand & Bathroom Renovations	\$294,100	\$150,000	\$198,000		\$144,100	
2020-02	1	Clifton	Oak Ridge Park Improvements	\$506,000	\$250,000	\$400,000		\$256,000	
2020-03	2	Clifton	Dunney Park Improvements	\$500,500	\$250,000			\$250,500	
2020-04			Community Assoc. of Highlands	\$115,637	\$21,237	\$549			\$94,400
2020-05		Friends of Paterson Parks	Roberto Clemente Playground Improvements	\$203,728	\$200,000				\$3,728
2020-06		Haledon	Tilt Street Park Restroom/Storage Facility: Phase II	\$277,231	\$178,231	\$277,750			\$99,000
2020-07	1	Hawthorne	Bandshell Pathway Lighting	\$128,000	\$80,000			\$48,000	
2020-08	2	Hawthorne	Installation of Playground (@ Bandshell/Pool	\$122,000	\$80,000			\$42,000	
2020-09		Highlands Nature Friends	Ongoing Rehab/Upgrade New Weis Center	\$537,451	\$171,927	\$10,452			\$365,524
2020-10		Little Falls	Wilmore Park Improvement Project: Phase I	\$250,183	\$250,000	\$350,000		\$183	
2020-11		North Haledon	High Mountain School Playground: Phase III	\$236,000	\$126,000	\$100,000		\$10,600	\$100,000
2020-12		Passaic	100 Steps Reconstruction (Latona Griffin Park)	\$670,000	\$250,000	\$110,481			\$420,000
2020-13		Paterson Habitat for Humanity	Clinton Street Park	\$216,143	\$198,000	\$134			\$18,143
2020-14		Pompton Lakes	Willow Field/Joe Grill Complex	\$435,563	\$185,563	\$150,000		\$100,000	\$150,000
2020-15		Prospect Park	Hofstra Park Soccer Field - Phase III	\$1,355,000	\$250,000	\$225,000	\$333,750.00	\$100,000	\$150,000
2020-16		Totowa	PAL Fields Lighting Project	\$649,000	\$500,000			\$149,000	
2020-17		Wanaque	Ace Walkway Pedestrian Bridge	\$415,620	\$250,000	\$144,810		\$165,620	
2020-18	1	Wayne	Captain Kilroy Park Improvements	\$367,000	\$250,000	\$317,586		\$117,000	
2020-19	2	Wayne	Waks Memorial Park - Field Lighting Upgrade	\$450,000	\$250,000			\$200,000	
2020-20		Wayne Little League	Ongoing Complex Improvements	\$143,951	\$127,201	\$44,314		\$16,750	
2020-21		West Milford	Nonsenzo Pond Park: Phase IV (restrooms/septic)	\$360,000	\$180,000	\$103,220		\$180,000	
2020-22		Woodland Park	Diane Grimes Memorial Park Improvements Phase II	\$320,000	\$225,000	\$825,000		\$70,000	\$25,000
SUBTOTAL				\$8,553,107	\$4,423,159	\$3,257,296	\$333,750.00	\$1,749,753	\$1,425,795
HISTORIC PRESERVATION PROJECTS									
App #	App. Rank	Municipality / Non-Profit	Project Name	Total Amount Needed	Requested from County	Unexpended Grant(s) Total	GA Funding	Municipal Funding	Additional Funding
2020.01HP	1	American Labor Museum	1908 Botto House Retaining Wall Restoration	\$ 4,240.00	\$ 4,240.00	\$ 10,913.82			
2020.02HP	1	City of Clifton	U.S. Animal Quarantine Station, Barn S-2	\$ 569,700.00	\$ 100,000.00	\$ -			
2020.03HP	1	City of Paterson	Eastside Park Improvement Project (Phase 2)	\$ 257,820.00	\$ 250,000.00	\$ 656,785.15			
2020.04HP	2	City of Paterson	Eastside Park Improvement Project (Phase 3)	\$ 178,266.00	\$ 178,266.00	\$ 656,785.15			
2020.05HP	1	NJ Community Development Corporation	Exterior Façade Cleaning at Rogers Locomotive Mill		\$ 50,000.00				
SUBTOTAL				\$1,010,026	\$582,506	\$1,324,484	\$0	\$0	\$0