

TOWN OF NORFOLK
Rails to Trails Committee

Mission

“To develop a multiple use handicapped accessible trail through Norfolk utilizing parts of the existing railroad bed.”

Meeting Minutes: Thursday, October 13, 2016

Town Hall, Norfolk, CT

Committee Members Present: Bob Gilchrest, Dave Beers, Michelle Childs, Erick Olsen, Jerry Oakes & Matt Riiska

Meeting Called to Order: 7:06 PM

Minutes

Review of minutes for August 18, 2016 meeting: Motion DB to accept minutes with the following correction; 101.77 was for the website fee and not for Supplies for Promotional Video, Second EO; Passed – Unanimous

Review of minutes for September 8, 2016 meeting: Motion JO to accept minutes with the following correction; JO has contacted Rista Melanca, not Melissa Melanca; Second EO; Passed – Unanimous

Treasure's Report

Nothing to Report

Updates:

Mapping – No Update

BG will be working on the proposed parking area at the St. Mary's Cemetery Property

Car Show – BG staffed the R2T booth. BG reported that the Car Show was a great success, but there was little interest in Rails to Trails.

North Brook Trail Clean-Up Day went well. BG, DB, MC & West worked at creating trail access to the field owned by the St. Mary's Cemetery

New Members: BG welcomed Jerry Oakes as our newest member. We are currently at (9) members

New Business

DB made a motion to set-up our tent on the Town Hall Lawn on Election Day, November 8, to hand out brochure and to generate interest in R2T, weather permitting. Second EO, Passed – Unanimous

BG reported on his meeting with Rista Melanca the Torrington ZEO, Co-Chair of the Winsted Rail Trail and a member of the Ct Greenways

Rista was very enthusiastic about our Norfolk's plans for refurbishing the former rail bed in Norfolk for a rail trail.

She provided information on the 2017-18 CT Recreational Trails Program Grant; Deadline for submitting an application is December 15, 2016. BG reviewed the application with Rista, where she encouraged BG to have the Norfolk R2T committee submit an application. The application should include as many letters of support from town & state government officials, local committees, businesses & towns people.

Rista noted that we need to have letters of approval for use by the current landowners where the first portion of the trail will be developed; the North Brook Trail. This would include the DEEP & the St. Mary's Cemetery committee.

Matching funds are required for the program grant with the town/R2T committee responsible for generating 20% of the grant funding in monetary funds or in in-kind services.

CT Recreational Trails Program Grant Application

BG made a motion to submit an application for the CT Recreational Trails Program Grant for funds to complete the required work to the North Brook Trail and the trail access parking area.; Second JO; Passed – Unanimous

Application Activities:

1. BG to complete preliminary plans for the trail access parking area.
2. DB to create a standard form letter for individuals to sign supporting the Norfolk R2T's plans. Letters will be available for signing at the information booth being set-up at on the Town Hall lawn on Election Day.
3. MR to contact the Catholic Church & the St. Mary's Cemetery Committee to gain official permission to use their property for a parking area and trail access.
4. DB will complete pages 3 – 6 of the grant application
5. MR will collect letters of support from government officials, local committees and organizations.
6. BG will develop a general scope of work, which will include cost estimates.
7. EO will get a letter of support from the Church of Christ Congregational
8. MC will get a letter of support from Great Mountain Forest
9. BG will contact Laurie Giannotti, CT Trails & Greenways Program Coordinator, CT DEEP, in regards to our grant application.

10. Trail Maintenance: Need to develop a plan for trail maintenance, including a yearly budget.
- JO suggested a program to have trail sponsors who will be responsible for a portion of the trail.

Marketing

- EO suggested that we have events to highlight the trails use in all seasons; mountain bike events, snow shoe event in winter, etc... This was a continuation of our earlier discussion of having a 2017 bike tour using a portion of the Mountain Express trails and those in Great Mountain Forrest
- Need to let everyone in Norfolk and the surrounding communities know that the Mountain Express is coming.

CT Trails Symposium

The CT Trails Symposium will be held on Thursday, October 20. JO will attend. He will provide an update at our next meeting.

The Harlem Valley Rails to Trails Committee will hold its annual meeting on Saturday, October 29. More information on the meeting can be found at their website, www.hvrt.org.

EO suggested that we collaborate with local artists in creating signage for the rail trail. There was a recent article in the National R2T's magazine showing how including local artists in the trail system benefits all.

With no further business, the meeting was adjourned at 8:25, Motion JO, Second: MC

Respectfully Submitted

Matt Riiska, Secretary