

I. General Information

|                                       |  |  |
|---------------------------------------|--|--|
| <b>Applicant</b>                      | South Portland Land Trust  |  |
| <b>Project Title</b>                  | Completion of Long Creek Trail                                       |  |
| <b>Funding Request</b>                | \$ 15,000  |  |
| <b>Street/P.O. Box</b>                | PO Box 2312  |  |
| <b>Town/City</b>                      | South Portland   |  |
| <b>Zip Code</b>                       | 04116  |  |
| <b>Contact Person</b>                 | Dugan Murphy   |  |
| <b>Phone Number of Contact Person</b> | 207-956-0207   |  |
| <b>Email of Contact Person</b>        | <a href="mailto:sopolandtrust@gmail.com">sopolandtrust@gmail.com</a> |  |

**National Objective: (check one)**

**Area benefit activity** (the activity benefits everyone in a particular low income neighborhood or geography)

**Limited Clientele activity** (particular individuals or households receive a benefit, and the majority of them qualify as low income; or the beneficiaries are a HUD "presumed benefit" group e.g. homeless, elderly, battered spouses, etc.)

**Elimination of Slum/Blight** (project takes place in a designated "slum/blight" area, or the project addresses a particular instance of blight, e.g. a dilapidated building that threatens public health or safety)

Type of Activity (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Public Facility           | <input type="checkbox"/> Acquisition                 |
| <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Demolition                  |
| <input type="checkbox"/> Rehabilitation            | <input checked="" type="checkbox"/> New Construction |
| <input type="checkbox"/> Housing Rehabilitation    | <input type="checkbox"/> Other: _____                |

Project Address/Location and Neighborhood: Approx. 451 Westbrook St, Brickhill / Red Bank



the Long Creek Trail will become more useful to immediate area residents as well as visitors driving in from further away, increasing usage. Users may enjoy better health and safer, off-road navigation of the otherwise largely auto-oriented West End.

iv. Who, or what area, will benefit from this project ?

The primary beneficiaries of this project are the estimated 5,000 people who live within walking distance of it in the Brickhill area (Brickhill Heights, Heron Cove, Brickhill Cottages), Liberty Commons, Red Bank, and Olde English Village. Anyone driving in and parking at one of three trail heads will be able to enjoy the trail as well. There are currently 2 parking spaces at the Opportunity Alliance trail head, 2 more at the Heron Cove trail head, and 5 more at the planned pump station trail head.

b. Describe the project's readiness to proceed and the applicant's experience executing similar projects.

Since the new length of trail will proceed almost entirely along property owned by Olde English Village apartments, we have secured permission from manager Lea Cloutier. Lester Kenway of Trail Services, Inc drafted a report (attached) and map (attached) outlining the location and specifications for the trail. We plan to work with one of two selected contractors and our team of trail-building volunteers to complete the work once funding is secured.

In our prior experience as an organization since 1987, the South Portland Land Trust has secured permission for and laid out over 4 miles of trails around the city, conserved over 30 acres of open space in 10 fee properties and 10 easements. We continue to maintain those trails and properties primarily through the work of the Trails and Lands Committee.

c. Identify the staff and/or development team that will work on the project (including consultants) and list their qualifications and experience.

The South Portland Land Trust Trails and Lands Committee will be the primary organizer for this trail completion project, including Program Manager Dugan Murphy, board member Tom Blake, and board member Jeff Ryan. We will likely choose from one of two nonprofit contractors: the Appalachian Mountain Club or Maine Conservation Corps. We also maintain a database of 22 volunteers who actively help the South Portland Land Trust in maintaining our trail portfolio. Lester Kenway, who provided the report on trail location, layout, and materials, will be available to answer questions as we proceed with trail-building work after funding is secured.



### III. Attachments

All applicants please attach any:

- a) Site plans, maps, designs, and/or photos of the project /project area (if available)

***Non-municipal applicants only***

- a) Right, Title, and Interest – evidence of right, title, and interest or sales agreement (if applicable).  
a) Resolution of the Board of Directors authorizing submission of this application.  
b) Contact name and address for the Board of Directors.  
c) Copy of 501 (c) (3) letter if non-profit organization.  
d) Organizational marketing/outreach policy (required for housing applicants).

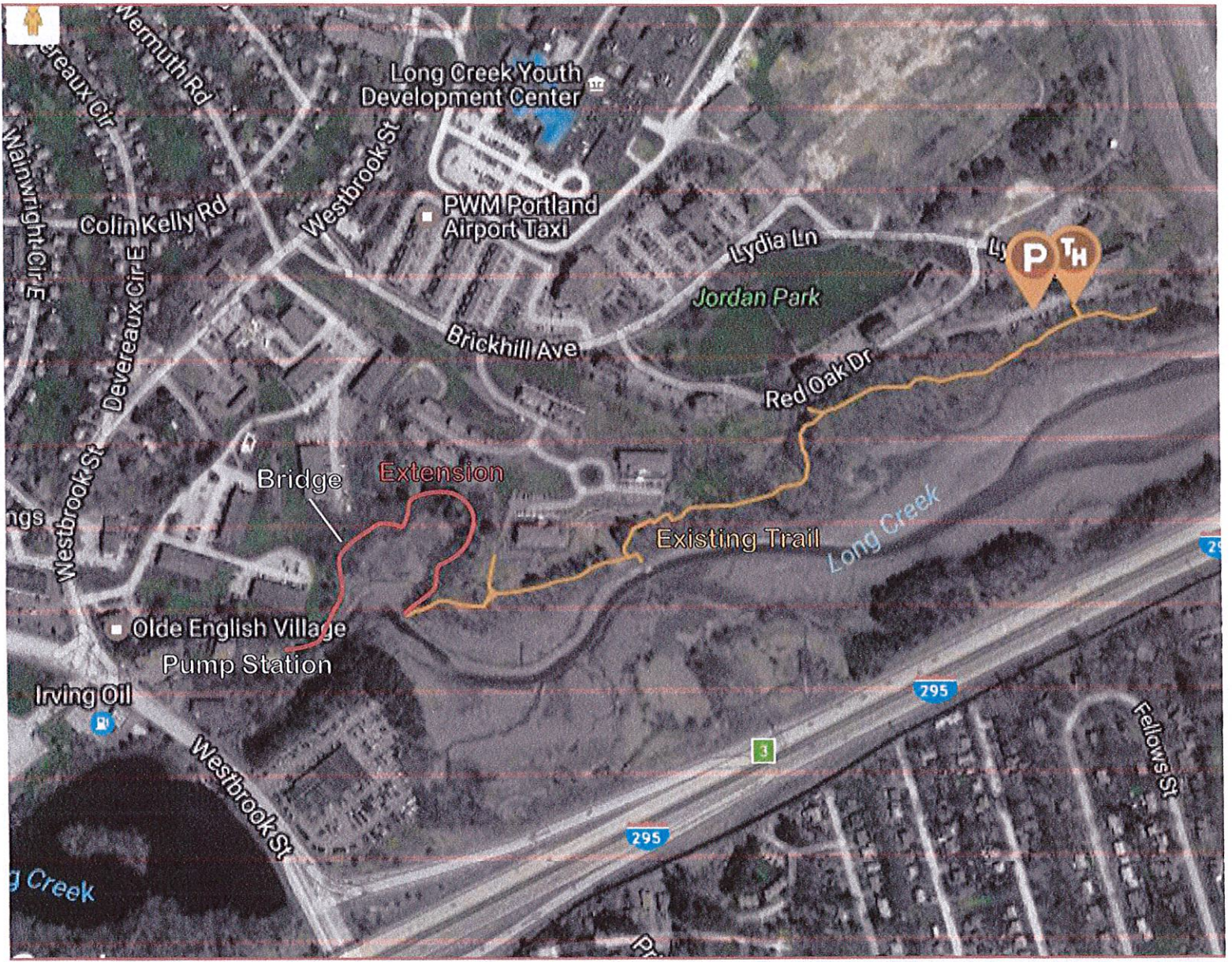
### IV. Budget

**Budget Table**

| Component         | CDBG Funds | Other Funds | Total    |
|-------------------|------------|-------------|----------|
| Materials         | \$10,000   | \$5,000     | \$15,000 |
| Labor             | \$5,000    | \$5,000     | \$10,000 |
| Acquisition       | \$0        | \$0         | \$0      |
| Permits           | \$0        | \$0         | \$0      |
| Admin/Engineering | \$0        | \$1,500     | \$1,500  |
| Other             | \$         |             |          |
| Total             | \$15,000   | \$11,500    | \$26,500 |

**TOTAL CDBG Request: \$ \$15,000**









**SOUTH PORTLAND LAND TRUST, INC. BOARD OF DIRECTORS' RESOLUTION  
APPROVING**

**SUBMISSION OF LONG CREEK TRAIL COMPLETION GRANT APPLICATION**

Pursuant to a duly made and seconded motion, all of the Board of Directors of the South Portland Land Trust, Inc. (hereinafter referred to as SPLT) adopted the following resolution:

WHEREAS, a grant application to the City of South Portland for a Community Development Block Grant has been submitted to the Board of Directors for review;

WHEREAS, the Board of Directors has reviewed the aforementioned grant application and all of the Board of Directors have agreed to its submission to the City of South Portland, it is

RESOLVED that the SPLT Program Manager, or any other designated representative, is hereby authorized to submit the aforementioned grant application for SPLT.

The undersigned, Heather A. Drake certifies that he or she is the duly appointed President of SPLT and that the above is a true and correct copy of a resolution duly adopted through a vote of the directors thereof, convened and held in accordance with law and the Bylaws of said SPLT on January 10, 2017 and that such resolution is now in full force and effect.

IN WITNESS THEREOF, I have affixed my name as President of the South Portland Land Trust, Inc.

Dated: 1/10/2018

Heather A. Drake

President



Post Office Box 1680, GPO  
Brooklyn, NY 11202

Date: SEP 25 1989

South Portland Land Trust, Inc.  
Box 2312  
South Portland, ME 04106

Employer Identification P.O.  
Number:  
01-0427972  
Accounting Period Ending:  
August 31st  
Form 990 Required:  
Yes No  
Person To Contact:  
Natalie Allen  
Contact Telephone Number:  
(212) 264-7238

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

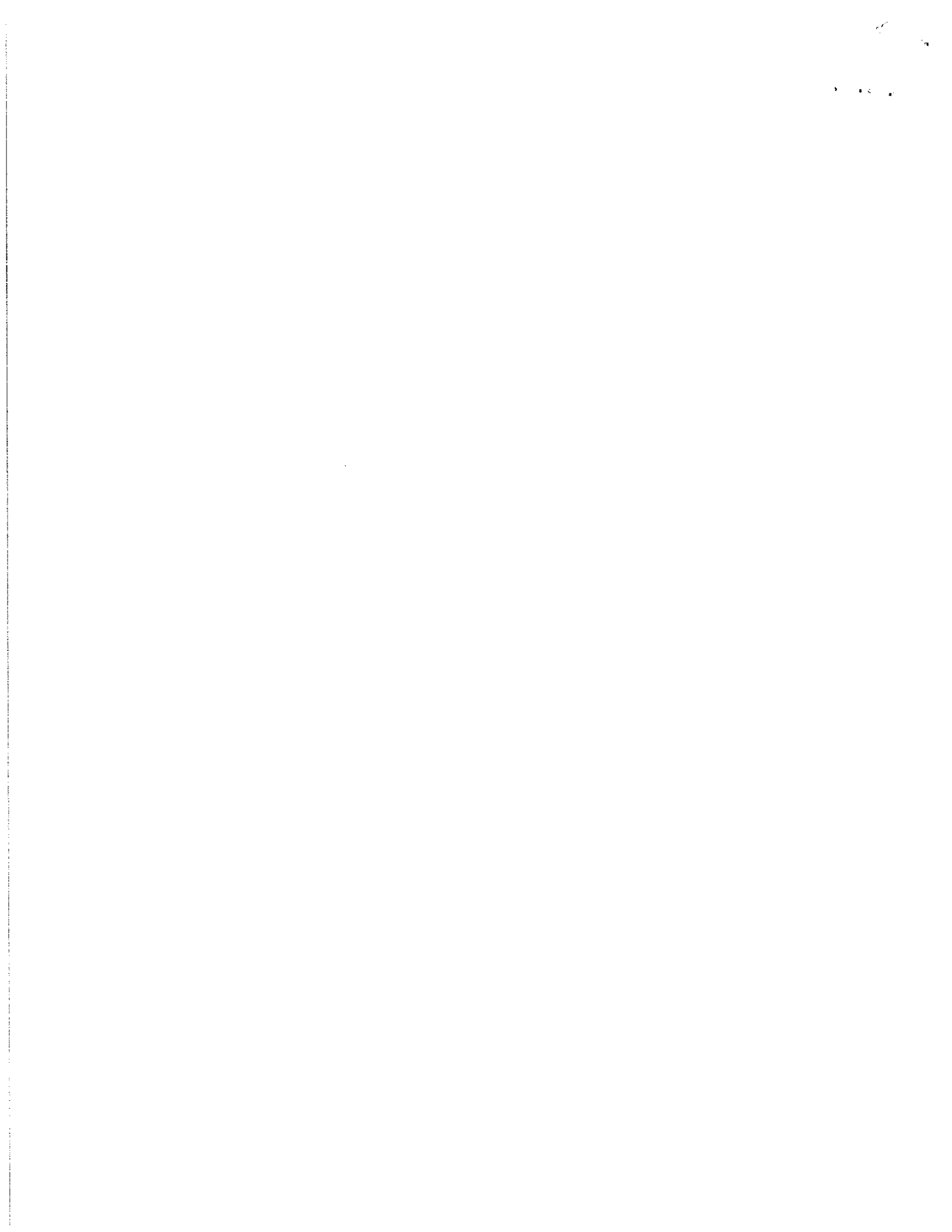
We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section(s) 509(a)(1) 710(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

Beginning January 1, 1984, unless specifically excepted, you must pay taxes under the Federal Insurance Contributions Act (social security taxes) for each employee who is paid \$100 or more in a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.



The line checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income Tax. If Yes is checked, you are required to file Form 990 only if your gross receipts each year are normally more than \$10,000\*, or \$25,000 for years ended on or after December 31, 1982. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

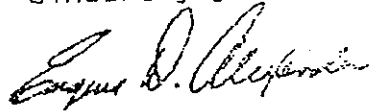
You need an employer identification number even if you have no employees.

If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

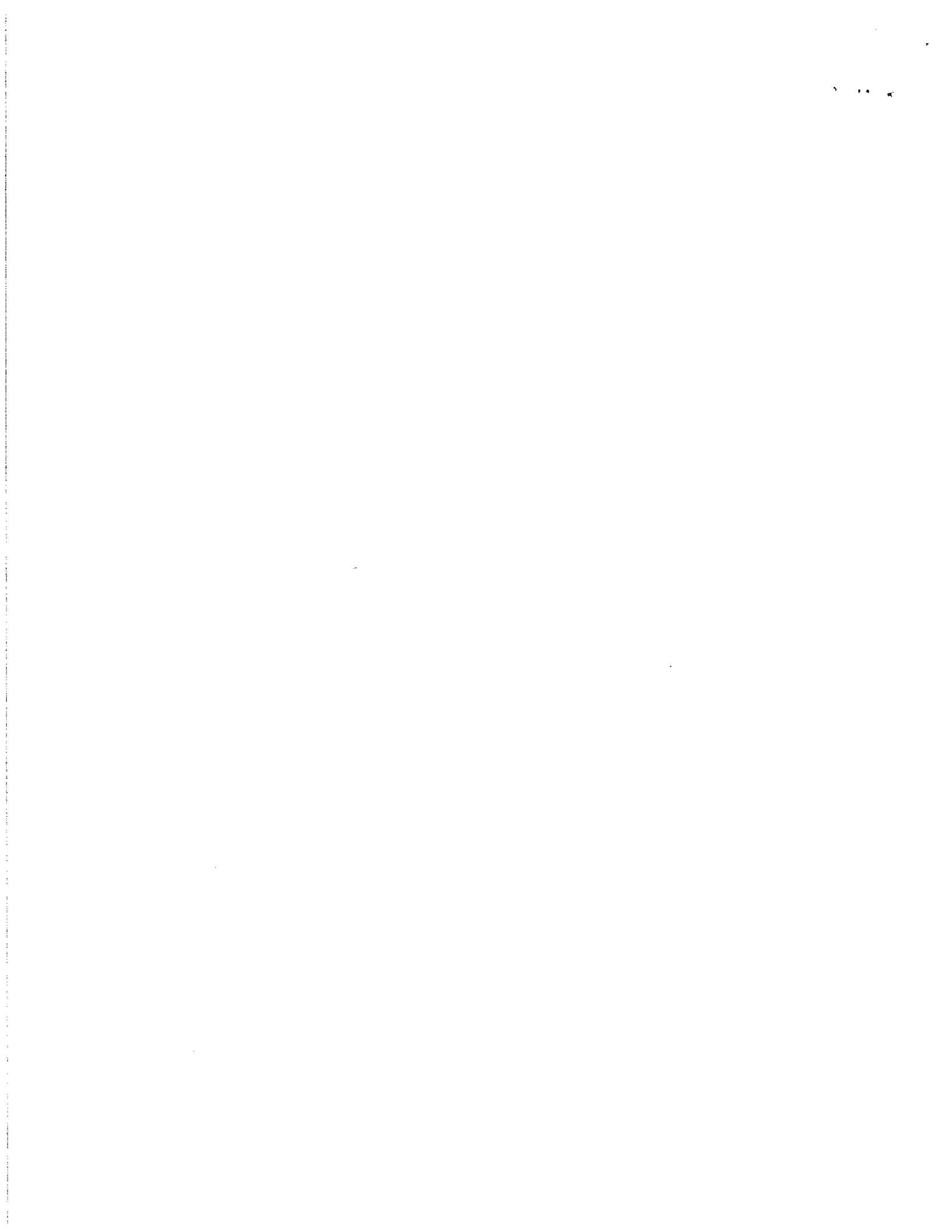
If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



District Director

\*For tax years ending on and after December 31, 1982, organizations whose gross receipts are not normally more than \$25,000, are excused from filing Form 990. For guidance in determining if your gross receipts are "normally" not more than the \$25,000 limit, see the instructions for the Form 990.





PO Box 2312  
South Portland, ME 04116  
sopolandtrust@gmail.com  
www.southportlandlandtrust.org

**South Portland Land Trust**     January 16, 2018  
**Board of Directors**

HEATHER DRAKE  
PRESIDENT

South Portland Community Development Office  
PO Box 9422  
South Portland, ME 04116

JEFF RYAN  
VICE PRESIDENT

PEGGY STEWART  
TREASURER

Re: SPLT Board Commitment to Long Creek Trail Completion

SARAH STICKNEY  
SECRETARY

Dear Ms. Larson:

KATE WHITE LEWIS

I am writing to express the South Portland Land Trust Board of Directors' commitment toward the completion of the Long Creek Trail, as described in the Community Development Block Grant application, to which this letter is attached.

TOM BLAKE

RICHARD ROTTKOV

The South Portland Land Trust is committed to creating and supporting a network of trails interlinking South Portland neighborhoods to each other and to the trails of adjoining communities. Buildout of the Long Creek is a project many years in the making and we are pleased that we now have the necessary permissions and completed research to be able to build out the new section of trail.

STEVE JOCHER

MARY LINNEMAN

BETHANY WOODWORTH

RYAN DEVEAUX

Though primarily under the direction of Program Manager Dugan Murphy and board members Richard Rottkov, Tom Blake, and Jeff Ryan, this trail completion project enjoys the support of the full board as well.

KELLY CORBIN

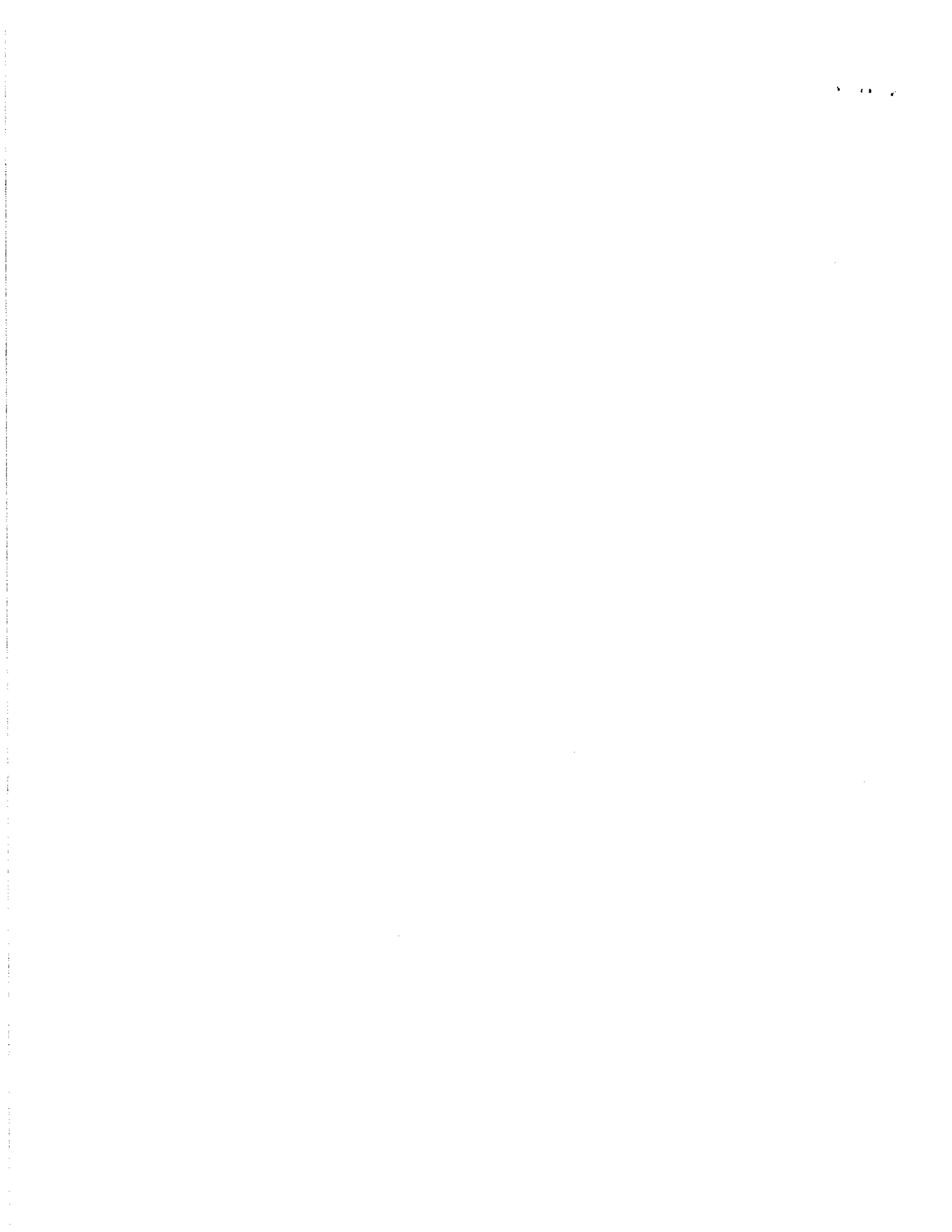
CHARLIE BALDWIN

Thank you for your consideration of support for such an important opportunity that will greatly benefit the City of South Portland and the people we serve here.

**PROGRAM MANAGER**  
DUGAN MURPHY

Sincerely,

Heather Drake  
President







EXECUTIVE  
DEPARTMENT

## CITY OF SOUTH PORTLAND

P. O. Box 9422  
25 Cottage Road  
South Portland, ME 04116-9422

Scott Morelli  
City Manager

January 5, 2018

Ms. Sandy Warren  
Community Development Office  
City of South Portland  
PO Box 9422  
South Portland, ME 04116

Re: Commitment of Matching Funds for Long Creek Trail

CC: South Portland Land Trust

Dear Ms. Warren:

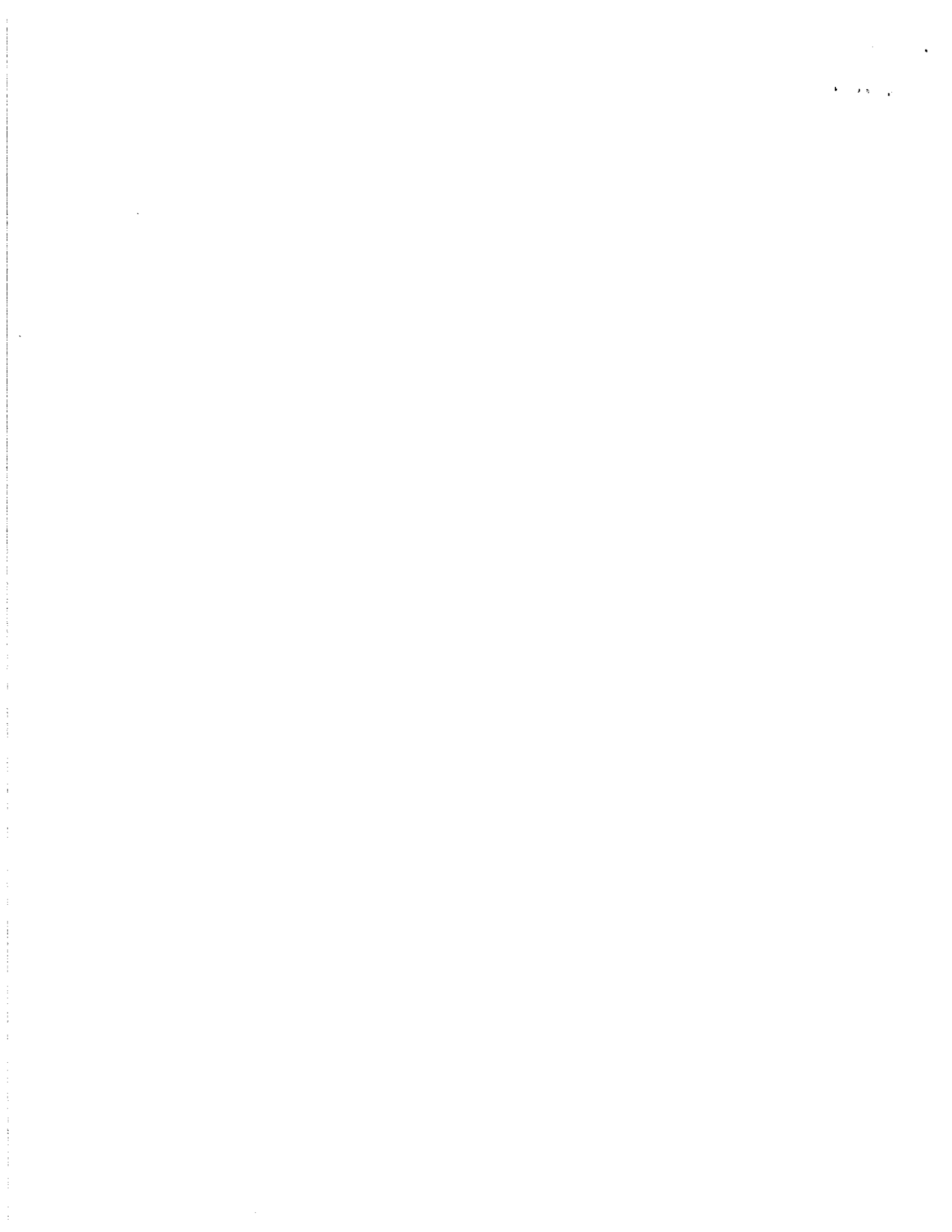
I am writing to express the City of South Portland's commitment to provide matching funds toward the South Portland Land Trust's proposed Long Creek Trail extension in South Portland, if funded by the Community Development Block Grant program. The City currently has Capital Improvement Program (CIP) funds in its possession of approximately \$17,000, earmarked for use by the South Portland Land Trust to support the West End Trail CIP Program. These funds are eligible to be used as a match for this project.

This funding commitment is just one way in which the City supports this project. City staff and Councilors have been working for years with representatives of the Land Trust via the Trails Advisory Group (TAG) to make this trail project a reality. The City and the Land Trust have worked hand-in-hand since 1986 when the Land Trust was founded. This partnership has preserved valuable open space and built multi-use trails throughout the community. This is a great project and warrants careful consideration by the Community Development Advisory Committee (CDAC).

Sincerely,



Scott Morelli  
City Manager



Exploration of Long Creek Trail Extension – Revised 10/19/17 LCK  
Lester C. Kenway – Trail Services  
September 28, 2017

**General Information:**

The proposed trail route is marked with blue flagging through the woods starting near the “point” on Long Creek to about the ½ way point where it joins the Old English Village lawn. Then it is infrequently flagged along the edge of the Old English village to the parking area next to the Pumping Station.

The route through the woods is dominated by briars and is presently a difficult and unpleasant walk.

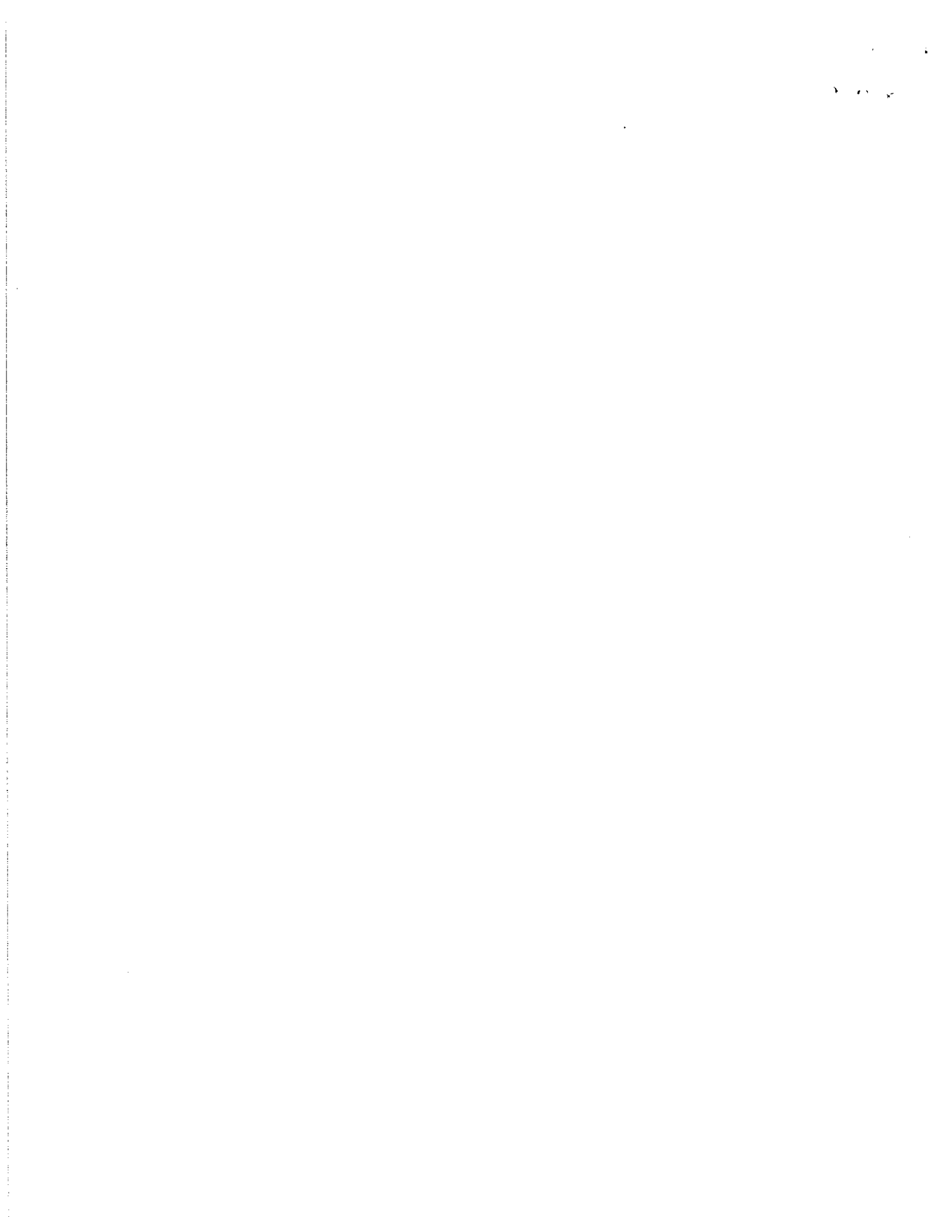
The soils in this area would be classified as “hydric” soils. These soils are saturated with water much of the year and are composed of fine or clay sized particles. These soils are very slippery when they are wet and very hard when dry. A trail located across a side slope must be very carefully constructed to be a safe walk.

The GPS track measures to be about 2700 feet long (½ mile), with about half of the route through the woods and the rest retained along the edge of the Old English village long.

The least expensive way to build this trail would be to make a “natural surface trail) with minimal tread improvements.

**Description of the Route:**

1. The route starts as a northward turn off the existing trail near the point with overlook of Long Creek. It follows the top of the bank of a low area to the left through a grove of trees and very little undergrowth.
2. I discovered a route around the high side of the low area through the briars. (This is different from the route that Rick and I took). This placed the route completely above the low area and eliminated two steep crossing.
3. The route crosses the base of a rock rip rap slope below the village.
4. The route the follows a gentle curve through large spruce trees with many branches that could be cleared to provide a += 200 ft route in shade with very little undergrowth.
5. After a rather long section of briars the route arrives at the edge of a deep drainage channel at a point uphill from the crossing Rick and I made. From here it is about 200 feet below the edge of the Village lawn. This most likely will require a bridge (30 to 40 feet long) to make the best trail.



6. From the opposite side of the drainage the route climbs gradually and then more steeply to reach edge of the Village Lawn. This portion of the route should be relocated on a lesser grade (8% to 10%) for about 150 feet to make for a more sustainable trail. I did not flag through this area because of excessive briars.

7. The remainder of the route follows the edge of the Village lawn as it did in the original route proposal made 10 years ago. The land drops very steeply a few feet beyond the edge of the lawn. It would be very difficult to build a trail across this steep side slope.

**Construction notes:**

1. All that would be required to make a trail here would be to clear undergrowth and small trees to create a 4 ft wide by 8 ft. high corridor. This would be the nicest part of the trail with views down into the low area.

2. Briars are thick throughout this section. The terrain has gentle side slope and would only need to have the briars cleared to make a good path. It would probably be advisable to clear the trail about 8 feet wide to keep the briars away from the footpath.

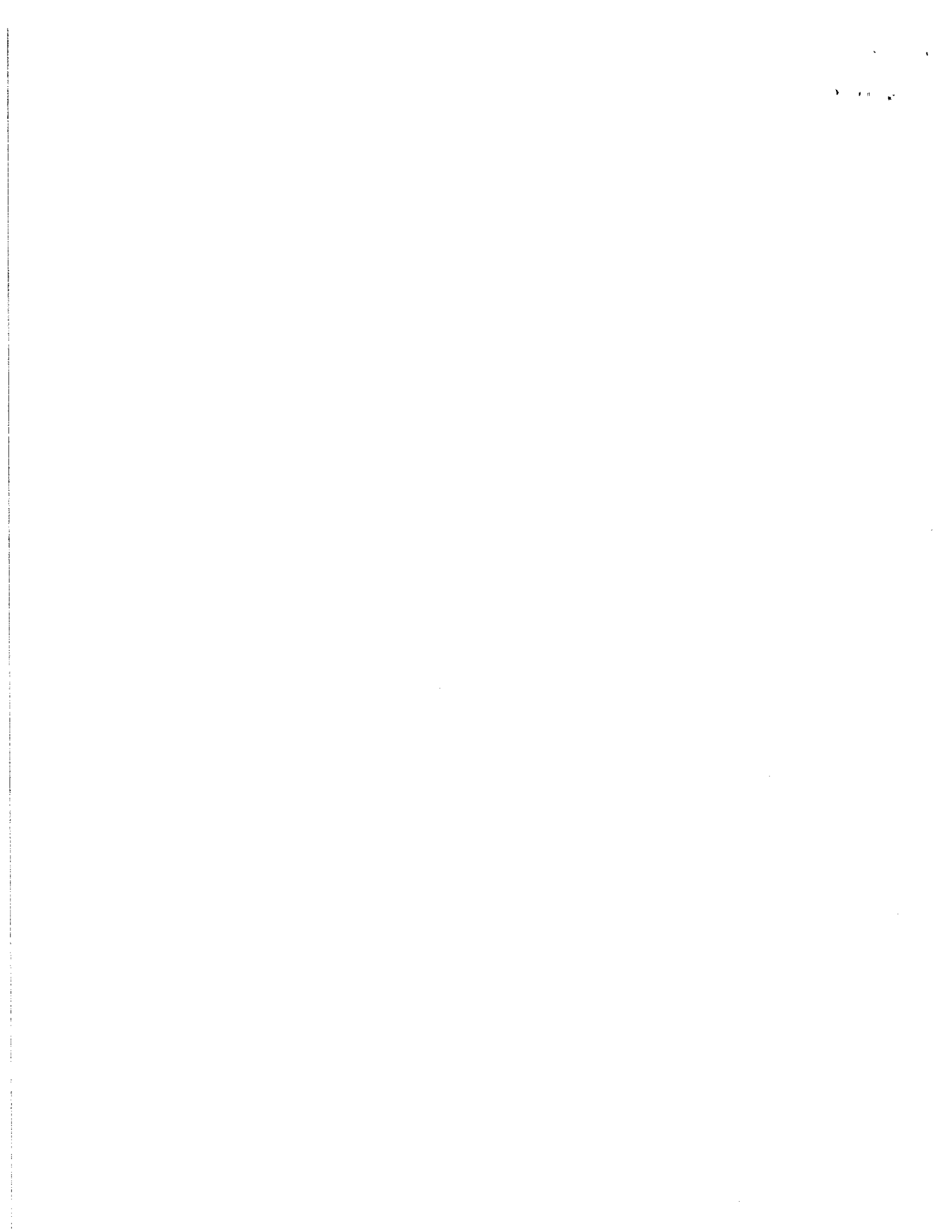
3. The flag line crosses on the rip rap which is poor footing. The trail could be cleared below the rip rap or a low stone retaining wall could be built out of the rip rap stone at the lower edge of the stones and backfilled with ¾" crushed stone to make a good walking surface. This would retain the drainage function of the rip rap (preferred for long term stability of the slope.)

4. Removing the long branches on the spruce trees would create a section of trail that was shaded and easy to maintain. This would take a little longer but would be worth the effort.

5. Options for crossing the large drainage:

A. Build a wooden bridge using new telephone poles (available in 35 foot lengths. New poles would be likely to last the longest and would also be treated with more environmentally friendly chemicals. The deck could be made from 2" x 6" Pressure treated lumber. Deck would be a minimum of 4 feet wide with handrails (would require two telephone poles.) A 6 foot deck would require 3 telephone poles. The bridge would be at least 8 feet above ground. This structure should be designed by a Professional Engineer or a design developed by the Land Trust should be reviewed and approved by an Engineer. Bridge should last over twenty years. It should be inspected every year for deterioration. This project may very well require the use of a crane or boom truck to build the bridge.

B. Build a bridge using steel I-beams. My experience would lead me to estimate that two I-beams made from 3/8" steel with 8" flanges 1/2" thick



and 15" to 16" high would be required for a 4 foot wide bridge. Three I-beams of this size would be required for a 6 foot wide bridge in order to provide spacing adequate the support the center of the deck. I would not rely on my estimate. . This structure should be designed by a Professional Engineer or a design developed by the Land Trust should be reviewed and approved by an Engineer. Bridge should last for many years. The deck and hand rails (made of wood) would likely be replaced every 20 years. It should be inspected every year for deterioration. This project may very well require the use of a crane or boom truck to build the bridge.

C. Build stone steps down into and out of the drainage. 40 to 50 steps would be required. This might not be as attractive as a bridge, but the material costs would be less and there would not be as much responsibility for future maintenance. There does not appear to be sufficient quantities of stone in the area sufficient to build steps. Stone could be delivered by dump truck from a quarry to the edge of the lawn (with permission of the landowner) and then "high lined" down to the site using rigging equipment. "High lined means rolling stones down a tight wire rope with sufficient braking system to control the descent. This is a common trail building technique.

6. After the flag line is modified to 8% to 10% grade this area would need to be built across a side hill. This would mean digging a 36" bench with the upper slope and lower slope as close to 22% as possible to minimize erosion and allow vegetation to be re-established along the route. I recommend what we call "Full Bench" construction where the trail tread is completely constructed out of undisturbed trail and no excavated fill is used to extend the tread downhill. The tread should be out sloped at not more than 2% to 3% (1" per 36") to facilitate drainage with out excess side slope that will cause the trail to slump down hill. All exposed soils should be temporarily stabilized with hay much or 3" to 4" of leave litter to minimize erosion as well.

7. It is my understanding the Old English Village is concerned about the presence of a hiking trail and hikers along the edge of their lawn within site of the apartments. I would suggest that in order to mitigate this visual impact that a cedar hedge be planted between the trail and the buildings. Two foot cedar seedlings from a tree nursery would likely provide a 6 foot tall hedge within 10 years. Parts of this route are not at sustainable grades and after compaction from hikers would be vulnerable to erosion. I would suggest delaying building erosion control structures such as rock waterbars and stone steps until the problem arises.

**Labor and Materials estimates:**

Since I am not sure who will hire to build the trail or the current prices for materials, transportation, or equipment rental in your area, I will provide





quantities but not cost estimates. I expect that you can obtain quotes for these things if you know the quantities.

1 and 2. **Trail Clearing** – 2700 feet of trail @ 1000 feet per day @ 54 hours per day = 146 hours. (The current cost rate for MCC is \$17.00 per hour.)

3. **Rip Rap improvement** (If you choose to do this) –  
**Materials** – 1 cubic yard (probably priced per ton) ¾ inch crushed stone delivered to the edge of the lawn by truck. The crushed stone delivered by a crew with a high line.

**Labor** – 100 hours @

4. **Cutting and removing large branches from Spruce Trees** –

**Labor** – 2 hours @

5. **Wooden Bridge** –

**Materials** –

Stringers - 2 or 3 Telephone Poles 35 feet long @  
Delivered to edge of lawn (with permission of the landowner)

Ramp Stringers – 4 or 6 ea 2" x 8" x 8 foot PT @  
Decking – 60 ea 2" x 6" x 8 foot PT or 60 ea 2" x 6" x 12 foot PT @  
Extended deck planks for rail bracing – 5 ea 2" x 6" x 16 foot PT @  
Vertical posts for hand rail – 10 ea 4" x 4" x 8 foot PT @  
Base Brackets for posts (custom?) 20 @  
Mid Rail – 10 ea 2" x 4" x 12 Foot PT @  
Construction Lag Screws – 5/16" x 4" – 500 ea @  
Or  
3" Torx drive wood screws. - 500 ea @

**Labor** –

480 hours @  
It will be less if contracting a professional carpentry crew. @

**Equipment Rental** – Crane or Boom Truck for 1 day @

**Steel I-beam Bridge** –

**Engineering Services** - @

**Materials** –

Stringers - 2 or 3 I-beams – estimate 40 ft long - 3/8" thick with ½" flanges @  
Delivered to edge of lawn (with permission of the landowner)

100

Wooden top nailing plates - 10ea 4" x 6" x 8 foot PT @  
Fasteners for top nailing plates – 60 ea 3/8" x 6" Galv Cap screws @  
Ramp Stringers – 4 or 6 ea 2" x 8" x 8 foot PT @  
Decking – 60 ea 2" x 6" x 8 foot PT or 60 ea 2" x 6" x 12 foot PT @  
Extended deck planks for rail bracing – 5 ea 2" x 6" x 16 foot PT @  
Vertical posts for hand rail – 10 ea 4" x 4" x 8 foot PT @  
Base Brackets for posts (custom?) 20 @  
Mid Rail – 10 ea 2" x 4" x 12 Foot PT @  
3" Torx drive wood screws. - 500 ea @

**Labor –**

600 hours @

**Equipment Rental –**

Note Steel I beams will weigh between 2500 and 3000 lbs ea.

Crane for 1 day @

**Stone Steps –**

**Materials –**

50 stones –approx 2 cubic feet each (400 to 600 lbs, priced by the ton?) - @

200 stones – ½ cubic foot each – 100 lbs each - @

Delivered to edge of lawn (with permission of the landowner)

**Labor –**

500 hours @

7. **Cedar hedge/screen** - If cedar seedlings were placed 4 feet apart along the edge of the lawn, it would take more than 300 seedlings to complete the hedge. If 6 feet apart I would estimate over 200 seedlings. You need to get a price for these from a local tree nursery.

Thank you for inviting me to work on this project. Let me know if you have any questions. I am still reviewing the information on the Hinckley Park Trail. My initial thought is that this would be best accomplished as a Design – Build project with a trails contractor or a company that builds golf cart trails.

Sincerely,

Lester C. Kenway  
Trail Services LLC

