

GLOCESTER LAND TRUST  
REGULAR MEETING  
February 09, 2016

The regular meeting of the Gloucester Land Trust took place on February 09, 2016 at the Gloucester Town Hall. Chair Stephen Mitchell called the meeting to order at 7:08 p.m.

Members in attendance: Stephen Mitchell, Russell K. Gross, Gene Cavaliere, Rebecca Schultz, Roy Najecki, Janine Pitocco and legal counsel John J. Bevilacqua, Sr.

Members Absent: Steven St. Pierre

Minutes: Judi Rix

Guests: Carol Trocki, Michael Dahlquist, Molly Solitro and Matthew Solitro

### **Pledge of Allegiance**

**Open Forum Agenda Items Only:** No one present wished to speak at this time.

### **Approval of minutes of previous meetings**

- a. Russell K. Gross made a motion to accept the minutes of the January 26, 2016 workshop meeting; it was seconded by Janine Pitocco and passed unanimously with Rebecca Schultz abstaining due to her absence at that meeting.

**Treasurer's Report:** Treasurer Roy Najecki presented a report to the trustees on the current budget and what has been spent to date. Russell K. Gross made a motion to accept the treasurer's report as presented; Janine Pitocco seconded and it passed unanimously. Roy Najecki is also going to ask the town treasurer as to why the real estate income for Gloucester do not get deposited into the GLT account monthly like they do in Foster. The board would prefer that instead of once a year.

### **Approval of Bills**

- a. Gene Cavaliere made a motion to pay John Bevilacqua's monthly fee for January 12 and 26 meetings for a total of \$2,000; Russell K. Gross seconded and it passed unanimously.
- b. Russell K. Gross made a motion to pay the recording clerk Judi Rix \$145 for the February 9, 2016 meeting minutes, upon the submission of the draft minutes; one hour preparation for hyperlink agenda on 1/12/16 (\$28.00); one-half hour preparation for hyperlink agenda on 1/26/16 (\$14.00) for a total of \$187.00 as well as the additional \$11.09 FICA charge to the town. Janine Pitocco seconded the motion and it passed unanimously.
- c. Russell K. Gross made a motion to pay the U.S. Postal Service Box HH Rental Annual Renewal fee of \$90.00; Gene Cavaliere seconded and it passed unanimously.

### **Old Business**

- a. Baseline Inventory Documentation – Carol Trocki – RI Land Trust Council: Ms. Trocki provided a draft of the report she has compiled so far. Lack of original baseline documentation for easements is a statewide problem. This documentation describes the values the easement should protect, why they should be protected and information on the property itself (soil, property boundaries, etc.). Ms. Trocki found a discrepancy on one of the maps and she and Mr. Dahlquist are working on correcting this. They will make the correction on the map and have it as Exhibit B to reflect the actual acreage for the farmstead portion of the property. The written part of the easement is the controlling document and the other documentation needs to reflect what is written. Ms. Trocki will make the correction on the map and send the updated version to John Bevilacqua, Michael Dahlquist, Stephen Mitchell and Joe Marchand (NCRS) with an explanation of the correction. Once approved by all parties, it can become part of the baseline documentation report. Stephen Mitchell would like everything ready for review for the March meeting.

- b. Dahlquist Easement and Baseline Documentation Report Update: Stephen Mitchell pointed out that the board approved, over a year ago, to move forward with baseline documentation reports for all GLT properties. All original documentation will be kept in expanded files at the town hall, and each file will have a checklist at the beginning to indicate what is contained in the file. Some of the properties are composed of multiple parcels, and this makes the creation of a baseline documentation report a little more complicated. Ms. Trocki believes that the information the board is gathering on each property is critical and exactly how it should be approached. Ms. Trocki also has two options that could support the GLT in their efforts to get these completed:
1. The RI Foundation has funded, through a grant, Ms. Trocki as a circuit rider that allows her to work with different Land Trusts to get this documentation done on their critical properties and to guide them in what they need to be looking for. The cost of this option is a sliding cost scale based on the Land Trust's annual budget.
  2. The second option is to utilize the students enrolled in Ms. Trocki's class at URI who will be completing baseline documentation reports as part of their course work and grade. There are 20 students, primarily upper level undergrad and some master's level, enrolled in a land conservation course with her as the instructor which would cost \$250.00 for each baseline documentation report completed. The fee would be paid to the RI Land Trust Council. *(Other requirements of the program: Identify a property, provide a point of contact for students, provide deed/easement for property, provide survey if it exists, access to the property, students attend 1 board meeting and also 1 event).*
- Ms. Trocki could commit to two students as of now, and *might* be able to get a third depending on the number of requests she receives for help. Rebecca Schultz made a motion to move forward and pay for students enrolled in the URI Practicum and Land Conservation course sponsored by the RI Land Trust Council, to create baseline documentation inventory reports for at least two GLT properties; Roy Najecki seconded and it passed unanimously. Chairman Mitchell will get Ms. Trocki the property information this week.
- c. Joe Sweet Trailhead Grant Status and request for extension: Stephen Mitchell wrote to Greg Cassidy at D.E.M. and asked for an extension on the grant; the request was denied and the grant will expire at the end of March 2016. Mr. Mitchell has a meeting scheduled for next week with Mr. Cassidy. Roy Najecki found another grant that the board could apply for to help pay for the cost of finishing this project. The maximum amount that can be awarded from that grant is \$3,000. Russell K. Gross made a motion to authorize Chairman Mitchell to submit the application for the \$3,000 trail grant; Roy Najecki seconded and it passed unanimously.

## **New Business**

- a. Election of GLT Officers for 2016: John Bevilacqua ran this portion of the meeting. For each elected position Mr. Bevilacqua called for nominations, and each position only received one nomination. The results were as follows: Rebecca Schultz made a motion to elect Stephen Mitchell as Chair; Russell K. Gross seconded the motion and it passed unanimously. Russell K. Gross made a motion to elect Stephen St. Pierre as Vice-Chair; Janine Pitocco seconded and it passed unanimously. Russell K. Gross made a motion to elect Roy Najecki as Treasurer; Rebecca Schultz seconded and it passed unanimously. All of those people served in that role for the past year, so this will be their second year in that capacity.
- b. Confirm name of Steere Hill Property: Rebecca Schultz would like to see the name be Steere Hill Conservation Area, but Roy Najecki would like to see the name be Steere Hill Farm Conservation Area. Technically, the area was never a farm and John Bevilacqua thinks that keeping things simple is always the best option. After some discussion, Russell K. Gross made a motion to officially name the property Steere Hill Conservation Area; Roy Najecki seconded and it passed unanimously.
- c. GLT Annual Report to Town Council: Stephen Mitchell compiled a comprehensive annual report that was much more substantial than what is required by the town. Mr. Mitchell provided the trustees with a copy of the report that he had hoped to have presented at a Town Council meeting. According to the Town Clerk's office, committee and board annual reports are never presented at Town Council meetings, but instead are

emailed to the Town Council members for their own review. The report is also available to the public to view.

- d. RFP for Steere Hill Parking Lot: Stephen Mitchell and John Bevilacqua met on this, and decided to have David Brae the engineer from Caputo & Wick put the RFP together to ensure that it was done properly. Once it is completed, Mr. Mitchell will present it to the board before submitting it for publication. This should not take long, and the board will hold a special meeting in March to award the bid.
- e. Facebook for GLT: Steven St. Pierre had discussed this at the last meeting in open forum, and asked that it be placed on tonight's agenda. Creating a Facebook page will put the GLT in a better position for webpage prioritizing with Google. Roy Najecki made a motion for Steven St. Pierre to create a Facebook page on behalf of the GLT; Gene Cavaliere seconded and it passed unanimously.
- f. Stephen Arnold – GLT Volunteer Application: Gene Cavaliere made a motion to accept Stephen Arnold, as a new volunteer; Rebecca Schultz seconded and it passed unanimously.
- g. Steere Hill Management Plan Revisions: The trustees were all provided a draft of the management plan prior to the meeting for review. The plan is in the same format as the Sprague Farm Management Plan that has already been approved by the board. Bicycles and horse will be prohibited on Steere Hill and the wording needs to be refined to reflect this. Horses will be allowed on Sprague Farm. Janine Pitocco expressed some concern over this policy since she feels some of the trails on Sprague Farm are not very conducive to horseback riding. Roy Najecki made a motion to table this until the March meeting to provide more time to work on the wording of the plan; Rebecca Schultz seconded and it passed unanimously.
- h. March 19 Land and Water Summit at URI – approval for attendance: Roy Najecki will be attending, but as a member of another group he is able to attend for free. The only other trustee that is going to attend is Gene Cavaliere. Russell K. Gross made a motion to approve the GLT paying the \$50 registration fee for Mr. Cavaliere to attend the Land and Water Summit at URI; Rebecca Schultz seconded and it passed unanimously. Stephen Mitchell will prepare a requisition and submit it to the finance office at Town Hall.

### **Correspondence**

- a. Meet RI – Hiking Club (01/28/16): The GLT has a policy in place that requires getting permission from the board if a group of 10 people or more are going to hike any of the properties. This group did not get prior permission to hike with a group of 12, so Mr. Mitchell reached out to them. He informed them of the policy and asked for their cooperation in the future. Rebecca Schultz would like to discuss this policy further. Ms. Schultz indicated that she is all for the safety of the public on the properties, but she doesn't want a policy to get in the way of people using the land. The example she gave was one of a group of girl/boy scouts who may wish to hike on the property and the next meeting of the board is a month away. Why should they have to wait until the next board meeting, to get permission, to be able to go on their hike? The rest of the trustees believe this is a topic for further discussion, so it will be put on the March agenda.
- b. Molly Solitro -- request to attend meeting (1/28/16): Miss Molly Solitro a sophomore at Stonehill College, and her father Matthew Solitro, attended the meeting this evening at the invitation of the Chair. Miss Solitro was doing a project for school, and selected the GLT as the local institution to write about for her class.

**Trail Inspections:** Roy Najecki received a call from the Gloucester Police Department after being contacted by D.E.M. about a strange substance sprayed on some of the trails and trees at Sprague Farm. Mr. Najecki went out to the property to investigate and found a pink, granular substance on the trees and trails that appeared to be markings for an event of some type. (Possibly an ATV route? ATV's are prohibited on all GLT properties.) Heavy snow that weekend kept any type of event from taking place.

**Monthly GLT Activities – Reports:** Nothing new to report.

**Open Forum:** No one present wished to speak at this time.

**Executive Session:** There was no executive session tonight. The person the board was expecting did not come to the meeting.

There being no further business before the Land Trust, Rebecca Schultz made a motion to adjourn at 9:26 p.m. The motion was seconded by Russell K. Gross and it passed unanimously.

APPROVED AT APRIL 12, 2016 MEETING.