

GLOCESTER LAND TRUST  
REGULAR MEETING  
June 14, 2016

The regular meeting of the Gloucester Land Trust took place on June 14, 2016 at the Gloucester Town Hall. Chair Stephen Mitchell called the meeting to order at 7:02 p.m.

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

Members Absent: Steven St. Pierre and Janine Pitocco

Minutes: Judi Rix

Guests: Elizabeth Morris, Youth Leadership Council members: Tye Donaldson, Francesca Lupini and James Farias, Parents of James Farias, and Parents of Francesca Lupini

### **Pledge of Allegiance**

**Open Forum Agenda Items Only:** Rebecca Schultz made a motion to move the items “A, B and C” under new business to the top of the agenda to accommodate the guests present; Stephen Mitchell requested that it be moved to after approval of minutes of previous meeting and approval of the bills; Roy Najecki seconded and it passed unanimously.

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

a. Roy Najecki made a motion to accept the amended minutes of the May 24, 2016 meeting; it was seconded by Rebecca Schultz and passed unanimously.

**Treasurer’s Report:** Treasurer Roy Najecki made a motion to move the discussion on the treasurer’s report to combine it with the agenda item “H” under new business for a comprehensive budgeting discussion; Russell K. Gross seconded and it passed unanimously.

### **Approval of Bills**

a. Rebecca Schultz made a motion to pay John Bevilacqua’s legal services fee for May 2016 for a total of \$1,000; Russell K. Gross seconded and it passed unanimously.

b. Rebecca Schultz made a motion to pay the recording clerk Judi Rix \$145 for the May 24, 2016 meeting minutes, one-half hour preparation for hyperlink agenda on 5/24/16 (\$14.00) for a total of \$159.00 as well as the additional \$11.09 FICA charge to the town. Roy Najecki seconded the motion and it passed unanimously.

c. Rebecca Schultz made a motion to pay Warren Tires for the replacement of front tires to tractor for a total of \$252.00; Roy Najecki seconded and it passed unanimously.

d. Gene Cavaliere made a motion to pay Dubay’s Tractor Center for supplies for chain saws, for a total of \$63.73; Roy Najecki seconded and it passed unanimously.

e. Russell K. Gross made a motion to pay the RI Land Trust Council for Baseline Documentation to Hawkins Property for a total of \$250.00; Roy Najecki seconded and it passed unanimously.

f. Rebecca Schultz made a motion to pay Chase Graphics for the printing of Dahlquist Easement for a total of \$131.25; Russell K. Gross seconded and it passed unanimously.

g. Roy Najecki made a motion to pay Data Frontiers for Office 365 Annual Renewal, for a total of \$576.00; Gene Cavaliere seconded and it passed unanimously.

h. Roy Najecki made a motion to pay 146 Supply Center for Tractor parts purchased on 9/18/2015, for a total of \$72.98; Russell K. Gross seconded and it passed unanimously. *(This vote was to memorialize authorization and record only. This bill was already paid in October 2015.)*

### **New Business** (discussions and/or action)

a. Elizabeth Morris – Trail Riding Club Request for Sprague Farm: Ms. Morris came before the board to ask for permission for the Moswansicut Riding Club to conduct a ride at Sprague farm on June

26, 2016. The gate would need to be opened for the club to have access to a larger parking area. Ms. Morris brought along a copy of the club's insurance information and legal counsel John Bevilacqua suggested that the document be scanned in and made a part of the official record of this meeting; the document will be at the end of these minutes. Russell K. Gross made a motion to approve the event on June 26<sup>th</sup> at Sprague Farm; Gene Cavaliere seconded and it passed unanimously.

b. Recognition of Youth Leadership Council Graduates: Rebecca Schultz brought in poster boards displaying some of the Youth Council activities over the past year. Mrs. Schultz prepared certificates for the graduating students, three of which were present at the meeting: Tye Donaldson, James Farias and Francesca Lupini. Roy Najecki created a small replica of the town badge for the students as a gift and Gene Cavaliere presented the certificates to them. Chairman Mitchell and all of the trustees thanked them for their participation on the Council and wished them well in the fall when they head off to college.

c. Youth Leadership Council Activity at Hawkins Pond: Rebecca Schultz and Gene Cavaliere will be chaperoning an activity tomorrow with the members of the Youth Council at Hawkins Pond.

### **Old Business**

a. Steere Hill Management Revision: The major revision to the draft involved the field maintenance section. Stephen Mitchell, Rebecca Schultz and Roy Najecki met to decide on new wording for this portion to present to the board for review. Roy Najecki made a motion to accept the rewritten paragraph of section 6.5.3 as read by Chairman Mitchell; Russell K. Gross seconded and it passed unanimously. Roy Najecki also made a motion to change the wording in section 5.0 to address the two cycling references and also the consumption and possession of alcohol; Russell K. Gross seconded and it passed unanimously. Roy Najecki made a motion to accept the Steere Hill Management Plan as revised; Russell K. Gross seconded and it passed unanimously.

b. Dahlquist Easement BDR and recording of "Revised Exhibit B": The report is finished and Chairman Mitchell had multiple copies bound for the files and a separate copy for Mr. Dahlquist. Recording clerk Judi Rix will get Mr. Dahlquist his copy.

c. Youth Protection and Adult Leadership Policy Update: Rebecca Schultz, Janine Pitocco and Gene Cavaliere have been working on this and Chairman Mitchell believes that the GLT will be the only Land Trust with such a policy in place. Once the subcommittee is finished with the first draft, they will forward the document to legal counsel John Bevilacqua for review. Thoughtful discussion needs to take place so that the children involved and the GLT itself are both protected. Establishing this policy could have state, regional and possibly national implications and set precedent.

### **New Business**

d. Steere Hill Parking Area next steps: Chairman Stephen Mitchell will be sending out letters to the two firms that bid on the project telling them that due to budget constraints the GLT will be unable to go forward on their bid. Chairman Mitchell then asked the trustees for their thoughts on how to move the project forward. Russell K. Gross suggested the project be done in stages, just like if you were doing a project for yourself. The topic will be placed on the August agenda for further discussion.

e. Tree removal cost proposal at Hawkins Property: Since Janine Pitocco was not present at the meeting, and she is the lead person on this, Roy Najecki made a motion to table this item until the August meeting; seconded by Rebecca Schultz and it passed unanimously.

f. Portable toilets at Sprague Farm and Steere Hill: Roy Najecki did not call to re-order the toilets yet this spring and would like permission to proceed. Mr. Najecki is concerned that the board has never received a bill for the past services provided, and has tried many times to get an answer from company how they are getting paid. He will ask the company again what the GLT's balance with them is. Russell K. Gross made a motion to authorize Roy Najecki to arrange for the placement of a portable toilet at Steere Hill and one at Sprague Farm; seconded by Rebecca Schultz and it passed unanimously.

g. Hawkins Management Plan Update Draft: The subcommittee was unable to meet today as planned, so this will be put on the August agenda.

h. 2017 GLT Budget Preparation and adoption: Roy Najecki presented the board with an updated spreadsheet for the 2015-2016 budget and expenditures to date. The board has spent 60% of the

operating budget and 5% of the capital expenses budget. The low amount spent on operating expenses is due to the delay on the Joe Sweet Road and Steere Hill projects. Mr. Najecki has been sitting with staff in the finance office to review GLT expenses and still has many unanswered questions. After going line by line for the 2016-2017 budget, the board is estimating just under \$54,000 for an operating budget next year. The trustees would like to get some answers from the finance office on a few items prior to approving next year's budget, so this will be brought back before the board in August.

i. Potential Land Donation to GLT: Legal counsel John Bevilacqua is expecting paperwork on one property, but he has not received anything yet. Attorney Bevilacqua will bring any new information and paperwork to the August meeting for the trustees to review.

j. Cancellation of July 12, 2016 GLT Meeting: Russell K. Gross made a motion to cancel the July meeting so trustees can take vacation time and work on their assigned projects; seconded by Roy Najecki and it passed unanimously.

### **Correspondence**

a. Letter of inquiry for sale of land: Stephen Mitchell received a letter from a property owner on Chestnut Hill Road who was wondering if the GLT would be interested in purchasing some of his 50 acres. Roy Najecki does not believe the parcel in question abuts any current GLT property. This will be put on the August agenda to be discussed in executive session.

b. Paul Dolan – Land Trust Days RI: Chairman Mitchell sent Mr. Dolan a thank you for his services during the Land Trust Days events.

**Trail Inspections:** Roy Najecki reported that all trail inspections and necessary trail work at Sprague Farm has been completed.

**Monthly GLT Activities – Reports:** Great Outdoors Pursuit at Pulaski Park on 06/11/16 was cancelled due to the weather.

**Open Forum:** Two members of the Youth Council prepared a written history on Tateos Heditsian and also gave an oral presentation on him at Steere Hill. Mr. Heditsian purchased the land known as Steere Hill in 1964 and kept the apple and peach orchard running for 2 years before passing away soon after in February, 1966. Chairman Steven Mitchell would like to have the document memorialized in the GLT files, and possibly formally recognize Mr. Heditsian in some way at Steere Hill.

**Executive Session:** There was no executive session at this meeting.

There being no further business before the Land Trust, Russell K. Gross made a motion to adjourn at 8:50p.m. The motion was seconded by Rebecca Schultz and it passed unanimously.

**APPROVED AT AUGUST 09, 2016 MEETING.**

**American Bankers**

Insurance Company of Florida

A Stock Insurance Company

6655 E. Yle de Vconlun11  
Scottsdale, AZ 85258-3321

RENEWAL OF SL-1016017-96

" 12:01 AM AT INSUREDS ADDRESS  
**NAMED BELOW**

**\* DIRECT BILL \***

POLICY NUMBER	POLICY PERIOD Start TO	POLICY TYPE	AGENCY	p
SL 1016017	9/7/2015 19/7/2016	COMMERCIAL LIABILITY COVERAGE	0BV7001-0002	1
YOU AS NAMED INSURED AND ADDRESS		AGENT		
MOSWANSICUT RIDING & DRIVING CLUB C/O CONSTANCE CHAPIYIAN 62 LIONEL PIERSON RD GREENE, RI 02827-1902		CORINTHIAN INSURANCE AGENCY IN 165 MAIN ST STE 214 MEDWAY, MA 02053-1584 0002 JOSEPH SCOTT LOMBARD		

A2083-0886

**The Insured**

Is:  An Individual  A Joint Venture  
 A Partnership  An Organization (other than a partnership or joint venture)  
 A Limited Liability Company

All known exposures at the beginning of the policy period have been identified below.

**Location of all premises owned, rented occupied or controlled by the insured:**

62 LIONEL PIERSON RD  
KENT COUNTY  
GREENE, RI 02827

In return for your payment of the required premium, WE provide the Commercial liability Coverage during the policy period.

	<u>Limits of Liability</u>
Each Occurrence Limit	\$1,000,000
Medical Payments Limit	\$5,000 /per person
General Aggregate Limit	\$ 2,000,000
Other than Products/Completed Work	\$ 2,000,000
Aggregate Limit Products/Completed Work.	\$ 2,000,000
Fire Legal Liability	\$500,000 /per occurrence

If this is checked — we do not provide coverage for Products/Completed Work, and the Each Occurrence Limit does not apply to Coverage N.

Charge for Non-Owned Auto Liability Coverage \$ NOT COVERED

Charge for Hired Auto Liability Coverage \$ NOT COVERED

Classification	Code	Rating Basis	Rate	Premium
Riding Clubs, Prvt.	14100	VARIOUS	INCLUDED	377

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**American Bankers**

Insurance Company of Florida

A stock Insurance Company

8655 E. Via de Ventura  
Scottsdale, AZ 85258-3321

RENEWAL OF SL-1016017-96

• 12:01 AM AT INSURED'S ADDRESS  
**NAMED BELOW**

**\* DIRECT BILL \***

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SL 1016017	9/7/2015 19/7/2016	COMMERCIAL LIABILITY COVERAGE	0BV7001-0002	;
YOU AS NAMED INSURED AND ADDRESS		AGENT		
MOSWANSICUT RIDING & DRIVING CLUB C/O CONSTANCE CHAPMAN 62 LIONEL PIERSON RD GREENE, RI 02827-1902		CORINTHIAN INSURANCE AGENCY IN 165 MAIN ST STE 214 MEDWAY, MA 02053-1584 0002 JOSEPH SCOTT LOMBARD		

A21183.006

Classification	Code	Rating Basis	Rate	Premium
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Endorsements:

A20&3 (0886), B8303E0303 0, BH304E0303 (), B8397E02 1 2 (), CL-100 (1.0), CL-166 (1.0),  
CL-300 (1.0), CP13000A-R0413 Q, GL-100 (1.0), GL-102 (2.0), GL-202 (1.0), GL-&44 (1.0),  
GL-899 (LO), M8012G0805 0,  
M8027M0409-SIG (), NIP 1982-R0213 ()

Comments:

25 TRAIL RIDE DATES: SEPTEMBER 2015 - JUNE 2016

2 PARADES: VETERANS DAY 2015, MEMORIAL DAY 2016

MINIMUM PREMIUM ADJ = \$ 23  
**Total Premium: \$ 400**

COUNTERSIGNED: 09/01/15 BY Scott Lombard  
AUTHORIZED AGENT

