

GLOCESTER LAND TRUST
REGULAR MEETING
August 09, 2016

The regular meeting of the Gloucester Land Trust took place on August 09, 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, Steven St. Pierre, Janine Pitocco (arrived after approval of minutes) and legal counsel John J. Bevilacqua, Jr.

Members Absent: None

Minutes: Judi Rix

Guests: Mr. Miles Beltram, Mr. Declan Beltram

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 June 14, 2016 meeting; it was seconded by Roy Najecki and passed unanimously with Steven St. Pierre abstaining.

Treasurer's Report: Treasurer Roy Najecki presented the trustees with a spreadsheet for expenses up to June 30, 2016. Overall for the fiscal year, the budget was underspent by over \$81,000. Steven St. Pierre made a motion to accept the report as presented; Russell K. Gross seconded and it passed unanimously.

Approval of Bills

- a. Steven St. Pierre made a motion to pay John Bevilacqua's legal services fee for June 2016 for a total of \$1,000; Roy Najecki seconded and it passed unanimously.
- b. Russell K. Gross made a motion to pay the recording clerk Judi Rix \$145 for the June 14, 2016 meeting minutes, one-half hour preparation for hyperlink agenda on 6/14/16 (\$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 allow for the payment of Gene Cavaliere attending the RI Water and Land Partnership Conference for a total of \$50.00; Roy Najecki seconded and it passed unanimously. *(This vote was to memorialize authorization and record only. Mr. Cavaliere already attended this conference.)*
- d. Roy Najecki made a motion to pay Caputo and Wick Ltd for documentation and forms required for bidding on the Steere Hill parking area project, for a total of \$3,287.40; Gene Cavaliere seconded and it passed unanimously.
- e. Steven St. Pierre made a motion to pay the RI Interlocal Trust for the annual property liability insurance and excess liability coverage for a total of \$3,500.00; Russell K. Gross seconded and it passed unanimously.
- f. Gene Cavaliere made a motion to pay Dubay's Tractor Center for the purchase of a chainsaw, replacement chains and blended gas for a total of \$584.42; Steven St. Pierre seconded and it passed unanimously.
- g. Steven St. Pierre made a motion to pay 3D Lawncare for mowing of the Hawkins Pond spillway and causeway (\$375), front lawns and rear lawns (\$240), for a total of \$615.00; Russell K. Gross seconded and it passed unanimously. The mowing was still underway when this was authorized and Rebecca

Schultz will notify Steven St. Pierre when the job is complete. Mr. St. Pierre will notify and the town so they can release the check.

Old Business

- a. Expired Land Trust WHIP Contract Update: Roy Najecki confirmed with the finance office that the separate WHIP account is in the process of being closed and the funds will be deposited into the GLT account; the government has confirmed that the project is complete.
- b. 2016-2017 Budget Approval: Roy Najecki presented the trustees with a spreadsheet and it was evaluated line by line with a few adjustments made. All adjustments discussed will be reflected in an updated spreadsheet that will be presented at the next meeting. Steven St. Pierre made a motion to adopt the budget as amended; Janine Pitocco seconded and it passed unanimously
- c. Forest Legacy Proposal Update: Gene Cavaliere attended the workshop as a representative of the GLT, which was run by Greg Cassidy of the D.E.M. and discussed how the local land trusts can help obtain grants to preserve the land around the Scituate Reservoir and the watershed.

New Business

Steven St. Pierre made a motion to go out of order and move item “B” under new business to the next item of business to accommodate the guests in attendance; Russell K. Gross seconded and it passed unanimously.

b. Eagle Scout Project at Hawkins Property: Declan Beltram gave a presentation to the trustees regarding an Eagle Scout project he would like to complete at Hawkins Pond. Mr. Beltram would like to build two more benches similar to the ones already at the pond. He will be contacting vendors to see if they would donate the supplies needed and wanted to ask the board where they would like them. The board indicated that it would be nice if they were located at the end of the causeway and a GLT trustee can meet him on September 17th (rain date 9/24) to ensure they are in the correct location. Janine Pitocco made a motion to allow Declan Beltram to complete the proposed project at Hawkins Pond to achieve his Eagle Scout badge; Steven St. Pierre seconded and it passed unanimously.

a. Hawkins Pond Dam Inspection Report: Chairman Stephen Mitchell just received a copy of the **2014** inspection report on June 22, **2016**. Several deficiencies were reported, with the biggest concern being the poor condition of the primary spillway. Funding of repairs for the dam will need to be discussed in detail, and Chairman Mitchell has already reached out to Steve Sette (GLT liaison) to notify him that the report needs to be brought before the Town Council.

c. Quarterly Status Reports from Finance Office Request: Roy Najecki has met with members of the Finance Office to discuss the possibility of receiving quarterly statements from them regarding the payments to the GLT recording clerk, instead of receiving a report at the end of the fiscal year. Rebecca Schultz made a motion to authorize Stephen Mitchell to write a letter to the Finance Office to officially request this change; seconded by Russell K. Gross and it passed unanimously.

d. Tree Removal Cost Proposals: Janine Pitocco reached out to eight vendors to get quotes. Of the eight, four responded and four did not, with quotes coming in between \$2,400 - \$4,200. Russell K. Gross had suggested evaluating the garage further to see if really going to try and save before spending money on the tree removal, so the trustees discussed it and thought they should invite the building inspector to a meeting to discuss the garage rehabilitation and its feasibility. Roy Najecki made motion to hold off on awarding the bid until after the conversation with the building inspector, but after even further discussion the board decided that if a dead tree fell on the building it wouldn't matter if they did or did not want to renovate so they should still move forward with the tree removal. Mr. Najecki withdrew his motion. A second motion was made by Roy Najecki to award the bid to Rock's Reliable Tree Service, LLC for \$2,800 with Krawiec Tree Service Inc. as a back-up vendor if the first company was no longer available to do the job; the motion was seconded by Rebecca Schultz and it passed with Russell K. Gross and Steven St. Pierre voting “nay” and the other five trustees voting “aye”.

e. Annual Monitoring Report to Dahlquist Easement: Chairman Stephen Mitchell submitted the report to Joseph Bachand of the USDA Natural Resources Conservation Service. The report had never been submitted by the past two chairs of the board, so this was the first submission. It will be completed every year going forward as required.

f. Encroachment Issue at Sprague Farm: A woman who works for the town asked Roy Najecki about tree cutting at Sprague Farm, so Mr. Najecki went out there to see what she was talking about and spoke to a gentleman who had purchased property next to the property and was constructing a driveway for his house. The landowner cut into the GLT property stating that he was unaware of where the property boundary was located, but agreed to make repairs to the portion of GLT land affected. Bruce Payton was on site at the time, in his official capacity, since his department issued the forestry permit for the trees to be taken down; and this was prior to either Stephen Mitchell or Steven St. Pierre being notified there was an issue with one of the board's properties. Chairman Mitchell wanted it on the record that there is a process in place that needs to be followed when a trustee realizes there is an issue with any GLT property. The trustee discovering the issue needs to contact the Chair and/or the Vice Chair of the board as soon as they are aware of the situation. Even though Chairman Mitchell appreciates the work Mr. Najecki did, that procedure was not followed this time. The landowner's project is on hold for now until he gets the appropriate permits from the town to continue the work.

g. 2016-2017 Hunting Regulations: The season begins on the second Saturday of September and runs until the end of January. Roy Najecki wanted to revisit the discussion from last year about allowing cross-bow hunting at Sprague Farm and adding Seldom Seen Farm to the properties that hunting is allowed. Rebecca Schultz would prefer to not add cross-bow hunting to Sprague Farm and Janine Pitocco said that she also felt that way. Rebecca Schultz made a motion to continue the prohibition of cross-bow hunting at Sprague Farm; Janine Pitocco seconded and it passed with a 6 to 1 vote of "aye" with only Roy Najecki voting "nay". When discussing the status of hunting on Seldom Seen Farm, Rebecca Schultz was concerned about the residential population near the property. Russell K. Gross indicated that there is a lot of land between the beginning of the property on Evans Road and the residents living on Cooper Road. Roy Najecki made a motion to allow archery hunting, with the exclusion of cross-bows, for the 2016-2017 season; Russell K. Gross seconded and it came down to a tie vote with the Chair making the final vote to decide. The motion passed with a 4-3 vote. (Votes: Steven St. Pierre, Rebecca Schultz and Janine Pitocco voted against and the remainder of the trustees voted in favor.) Roy Najecki made a motion that requires GLT hunting permissions to include that all tree stands have I.D. (name, address, phone) on them and only be up during hunting season; Russell K. Gross seconded and it passed unanimously.

h. September and November Meeting Dates: Both meeting dates in September and November are on election days and some of the board members will not be able to attend the meetings, so the board discussed moving the dates of those two meetings. Russell K. Gross made a motion to move the September meeting to Wednesday, September 14th and the November meeting to Tuesday, November 15th; seconded by Roy Najecki and it passed unanimously.

i. Well Water Workshop in Gloucester: Rebecca Schultz provided a handout to the trustees regarding a workshop that she would like the board to co-sponsor. The November workshop run by U.R.I. would require no financial commitment from the board, and Mrs. Schultz will help arrange a location for the workshop. Janine Pitocco made a motion for the Gloucester Land Trust to co-sponsor a well water workshop in Gloucester on November 15th; seconded by Steven St. Pierre and it passed unanimously.

Correspondence

a. Roy Najecki – Walk schedule: Five walks have been planned for the summer, and all dates have been posted on the website.

b. Roy Najecki – Portable toilets on GLT properties: Toilets are now in place on Steere Hill and Sprague Farm. Roy Najecki sent the vendor an email directing him where to send the invoices for payment.

- c. Roy Najecki – Current Trail grant Status: Three grants have been submitted. The first request is for \$3,000 to improve the Joe Sweet Road parking area and improve the trails on that property. The second grant request is for \$442.99 to have new/updated trail maps printed for the Sprague Farm property. The third grant request is for \$642.99 to have new/updated trail maps printed for the Steere Hill property.
- d. Betty Mencucci – Sprague Farm Walk: Betty Mencucci sent an email to Chairman Mitchell confirming the date of the Sprague Farm cemetery walk for the Blackstone Valley GO program that she and Carlos will be giving. . The date is September 4th at 1pm with a rain date of September 5th for the same time.

Trail Inspections: Trail inspections / reports will begin again in September. There was a big pine that came down at Steere Hill that Steven St. Pierre and Russell K. Gross took care of.

Monthly GLT Activities – Reports

- a. GLT Walks for June, July: Roy Najecki has offered three walks so far. The full moon walk and two afternoon walks have had limited attendance, Mr. Najecki believes the stifling weather on the days of the afternoon walks was a factor. He is expecting a good turnout for the upcoming Native American Walk.
- b. Youth Leadership Council Outing: Rebecca Schultz organized a gathering for the council at Hawkins Pond and it went very well. The group kayaked, did paddle boarding and also had a picnic.

Open Forum: Russell K. Gross wanted to mention that dog waste is still a big problem on Steere Hill. Chairman Steven Mitchell will put this on the September agenda for further discussion. Janine Pitocco also wanted to mention that her husband would be happy to take pictures for the board that they can use on the website; he would just need a little notice.

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 9:15p.m. The motion was seconded by Janine Pitocco and it passed unanimously.

APPROVED AT SEPTEMBER 14, 2016 MEETING.