

GLOCESTER LAND TRUST
REGULAR MEETING
January 08, 2019

The regular meeting of the Gloucester Land Trust took place on January 08, 2019 at the Gloucester Town Hall. Chair Stephen Mitchell called the meeting to order at 7:00 p.m.

Members in attendance: Stephen Mitchell, Steven St. Pierre, Roy Najecki, Russell K. Gross, Gene Cavaliere, David Piccirillo and Legal counsel John J. Bevilacqua, Sr.

Members Absent: Janine Pitocco

Minutes: Judi Rix

Guests: Town Councilman Julian Forgue

Pledge of Allegiance

Open Forum Agenda Items Only: No one present wished to speak.

Approval of minutes of previous meetings

- a. Russell K. Gross made a motion to accept the minutes of the December 11, 2018 meeting; it was seconded by Gene Cavaliere and passed unanimously with Steven St. Pierre and Roy Najecki abstaining due to their absence at that meeting.

Treasurer's Report: Treasurer Roy Najecki provided an updated treasurer's report for the rest of the Board to review. The finance office has deposited the \$1,500 gift and D.E.M. \$1 to the GLT account. Roy Najecki had created a separate line on the spreadsheet for expenses related to the Hawkins Dam project, but Chairman Mitchell wasn't sure exactly how those should be recorded, so he asked me Mr. Najecki to consult with the finance office to get input. Steven St. Pierre asked about the bond money again and what it can be used for. Attorney Bevilacqua believes he had looked into that and that it could be used toward maintenance of a property; he will review his notes and provide a written opinion so that it can be officially put on the record.

Approval of Bills:

- a. Steven St. Pierre made a motion to pay Judi Rix a total of \$150.00 for December 11, 2018 Minutes; it was seconded by Gene Cavaliere and passed unanimously.
- b. Russell K. Gross made a motion to pay John J. Bevilacqua, Sr. a total of \$1,000.00 for Legal Services for December 2018; it was seconded by David Piccirillo and passed unanimously.
- c. Russell K. Gross made a motion to pay John J. Bevilacqua, Sr. a total of \$2,000.00 for Legal Services for One-half of Phase One of Hawkins Dam; it was seconded by David Piccirillo and passed unanimously.

Old Business

- a. Joe Sweet Parking Lot Update: Chairman Stephen Mitchell received an email from Gregg Cassidy of the D.E.M. asking on the status of the grant Gloucester Land Trust applied for, and was approved for, through the recreational trail program for trail improvements at Moffitt Trail. The grant expires January 21, 2019 and Mr. Cassidy had not received a request for reimbursement as of January 2, 2019. Chairman Mitchell responded that the GLT believed they were too late to submit any receipts

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since they did not have any yet, and they were moving forward on the project without the grant money.

- b. Encroachment on Properties: This agenda item was brought to the Board's attention when the graduate student began working on the management plan for the property. The Kwandran property issue is primarily trash. Roy Najecki will go to the site, take some pictures and get the landowner's name from Town Hall records. Russell K. Gross and Stephen Mitchell took a ride to the second property (Hopkins Woodland), and found that the landowner has a shed and a swimming pool on GLT property. Prior to the pool, there are pictures of that same spot that showed a children's large swing/play set that has since been taken down. The GLT has a copy of a letter that was reportedly sent to the landowner in the past telling them they were encroaching on GLT property, and asking them to remove the items. The swimming pool poses a significant liability, and the Board must ensure action is taken. Roy Najecki suggested using metal fence posts to display signs at the property's boundary. Mr. Najecki and Attorney Bevilacqua will conduct a site visit to ensure they have their facts straight before proceeding. Russell K. Gross made a motion to authorize Attorney Bevilacqua to take whatever appropriate action he deems necessary to notify the landowners that they must rectify the encroachment issue; it was seconded by David Piccirillo and passed unanimously.

New Business (discussions and/or action)

- a. Report on Hawkins Dam Kick-Off Meeting on January 4, 2019 with Pare Engineering Firm: Chairman Stephen Mitchell and Attorney John Bevilacqua met with Engineers J. Matthew Bellisle and David Matheson to discuss the Hawkins Dam repairs. The project continues to move forward, and the engineers are getting ready to conduct the two-day drilling procedures. To facilitate gathering all the required information, and to assist the engineers with the history of the dam, the Board members have been trying to locate information regarding past repairs and updates on the dam. Both former GLT member Henry Gold and Gary Trembl of the Gloucester DPW had documentation they provided that will be helpful for this new round of repairs. Chairman Mitchell also reached out to EA Engineering, the firm that coordinated the repairs the last time; he is still waiting to hear back from them. Pare has promised to have all of the facts and figures for the new project ready to present to the Board for the GLT's April meeting. Once that presentation has been made, the Land Trust will need to schedule a workshop session with the Town Council to determine how to proceed; eventually this project will require a financial town meeting and will need to be bonded.
- b. Next phase of erecting Land Trust Property Signs: Cedar tree still needs to come down at Steere Hill for sign to go up. Chairman Mitchell asked which properties should be next to get signs; the Board felt Hopkins Woodland, Kwandran and Scotstoun properties were good candidates for signs. Russell K. Gross made a motion to move forward with purchasing and erecting signs for the next three properties; it was seconded by Gene Cavaliere and passed unanimously.
- c. Yearly GLT Action Plan Update: Chairman Stephen Mitchell had asked the trustees to review the GLT Action Plan prior to the January meeting to see if they believed something needed to be adjusted for the upcoming year. None of the trustee had reviewed the document prior to the meeting, so it will be postponed until the next meeting. David Piccirillo made a motion to postpone this agenda item to the next meeting; it was seconded by Steven St. Pierre and passed unanimously.
- d. Establish date(s) for next phase of updating GLT Management Plans: Roy Najecki, Gene Cavaliere and Chairman Mitchell will identify a few dates in January and early February to work on getting more of these completed.

Correspondence

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- a. The Trust (1/2/19): Chairman Stephen Mitchell received an email from The Interlocal Trust informing the Board of its new primary contact for property claims. Jim Peterson will be the Senior Property/Liability Claims Representative for the GLT.

Trail Inspection and Volunteer Hour(s) Reports: Nothing to report.

Monthly GLT Activities/Reports: Nothing to report.

Open Forum: Town Councilman Julian Forgue wanted to thank the Board for all their hard work. Phillips Farm looks great and having new trail signs is wonderful; he is very appreciative of the beautiful properties he lives next to and can ride his horse on.

Executive Session: There was no executive session held at the meeting this evening.

There being no further business before the Land Trust, Steven St. Pierre made a motion to adjourn at 7:55 p.m. The motion was seconded by Russell K. Gross and it passed unanimously.

Minutes Approved: February 26, 2019 Meeting.