

GLOCESTER LAND TRUST
REGULAR MEETING
May 24, 2022

The regular meeting of the Gloucester Land Trust took place on May 24, 2022, at Gloucester Town Hall. Chairman Janine Pitocco called the meeting to order at 7:00 p.m.

Members in attendance: Scott Boudreau, David DeCost, Wil Morin, Roy Najecki, and Janine Pitocco. Legal Counsel David Ursillo was also present.

Members Absent: Gene Cavaliere, Kimberly Justham

Minutes: Judi Rix

Guests: Gloucester resident Stephen Mitchell

Pledge of Allegiance

Open Forum Agenda Items Only: No guests present to speak.

Old Business (discussion and/or action)

- a. Clarkville Schoolhouse Repairs: Member David DeCost received an updated quote of \$7,871.00 from Catcon, LLC to make the repairs to the sill, window casings and a small portion of the siding. The quote increased by \$300.00 due to the cost of materials. Catcon, LLC would like the Land Trust to sign a contract; since the project can now move forward, Member DeCost can sign on behalf of the Board. The person Member DeCost has been speaking with stated that work can begin by the end of the week; they did mention that since there are termites involved there may be more extensive work that needs to be done. Legal Counsel David Ursillo asked Member DeCost to inform Catcon that the Board would like to know as soon as possible if the costs are going to go up; especially if it is going to be over \$10,000.00 because additional costs that bring the total to over \$10,000 will require the job to go out to bid. Member DeCost will also check with Building Official Ken Johnson in the Planning/Zoning office to ensure all the required paperwork is completed. Once Catcon finishes, Member DeCost will confirm that all invoiced work is complete and notify GLT Treasurer Roy Najecki to submit a purchase requisition form to the Town Finance Dept for payment of the invoice.
- b. Mowing Contracts: Chairman Janine Pitocco provided the Trustees with the mowing schedule for the GLT properties that was adopted in September 2021. Most of the properties are not mowed between April 15th – November 15th, but the Hawkins Dam has DEM requirements that the slope be mowed year-round. Member Scott Boudreau has already mowed the area once in April and did more last week. Chairman Pitocco asked him what level of help he would like at Hawkins to make sure it continues to be mowed. Member Boudreau stated that if the Board could get the new ride behind mower out of the Conex box, he believes he could do most of the mowing. Former Trustee Jim Giarrusso offered to help get the ride behind mower running so it can be used. Chairman Pitocco will ask the DPW to help get the equipment to the property.

Legal Counsel David Ursillo recommended that the Board get three quotes for any mowing that will need to be done this year, including the mowing in August the Board will need. When asking for the quotes, the Trustee should ask the contractors what schedule they think will be best to maintain the area in question. Member Scott Boudreau thinks that the slopes at Hawkins could probably be

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mowed once a month. The minutes from July 20, 2021 reference last year's quotes from Stanley Tree Service and W.R. Baffoni and Sons. (Stanley Tree Service provided a quote of \$2,500.00 to mow the south side of the dam and an additional \$1,000 for the north side. W.R. Baffoni and Sons provided a quote of \$3,800 for the first cut and then an additional \$1,500 per month after that.) The property managers of Hawkins, Steere Hill and Phillips Farm will work with Chairman Pitocco to provide a written description of what the Board is looking for when hiring for the mowing and they will specify areas to be excluded on each property. The Board will discuss this further at the June meeting.

Member David DeCost asked about the trees growing up through the stone wall at the top of Steere Hill on the slope looking to the west and wondered if there has been any discussion regarding what should be done about them. He believes they should be dealt with before they get too big and obstruct the view on the top of the property. That location is in a tricky spot, but maybe it is something volunteers could handle.

- c. Concrete Contracts: Vice Chairman Wil Morin reached out to former Trustee Jim Giarrusso to understand the required permitting and the scope of the project. Vice Chairman Morin was reviewing past GLT minutes and in the November 23, 2021 minutes he found that the Board had awarded Victor's Concrete Construction the bid to rehabilitate the existing pad on Steere Hill, since that bid was a few months ago he reached out to see if their quote of \$9,935.00 for all materials and labor except for the concrete was still valid. (This work involves excavating the area and getting the forms ready for Baccala Concrete.) The cost will increase a little, and the Board is hoping it stays under the \$10,000.00 amount; Vice Chairman Morin will speak with the contractor about this cap. If it goes above \$10,000.00 then it will either need to have an RFP or a vendor on the state master purchasing list can be used without having to obtain additional quotes.

Vice Chairman Morin made a motion to move forward with the previously approved (December 28, 2021 Minutes) Baccala Concrete Corporation quote of \$6,154.50 for 50 yards of concrete to finish rehabilitating the existing slab on Steere Hill with the provision of up to a 20% price increase. Upon receipt of an invoice from Baccala Concrete Corporation for an amount not to exceed the original quote plus up to a 20% price increase, and confirmation from the GLT chairperson or designee that all invoiced work is complete, the GLT Treasurer is authorized to submit a purchase requisition form to the Town Finance Dept for payment of the invoice. No further action or vote will be required of the GLT to have this invoice paid. The motion was seconded by Member David DeCost and passed unanimously. VOTE: Ayes – 5 (Boudreau, DeCost, Morin, Najecki, Pitocco)

New Business (discussions and/or action):

- a. Hawkins Dam Repair Update: There were no updates to provide. Chairman Janine Pitocco will attempt to reach out to Fairbanks Engineering again and report back to the Board at the June meeting.
- b. Hawkins Dam Pest Control: Member Scott Boudreau identified a couple of holes in the earthen dam that are probably groundhogs that would need to be removed; he has not seen any animals, so he isn't sure what is digging the holes. Whatever is causing the damage will need to be caught, taken off the property and the holes will need to be filled in. Member Boudreau received the name of a company that does this type of work from the Pascoag Dam Association, and he will be reaching out to them for a quote. Legal Counsel David Ursillo reminded him that he should attempt to get three quotes.

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- c. Bridge construction on Sprague Colonel Anthony Trail: Member Roy Najecki has not made any progress on this and will work with Member David DeCost to see what was done to get the bridges done on Steere Hill. They will report back to the Board once they have an update.
- d. Power equipment fuel and winterization: Former Trustee Jim Giarrusso had brought this up before the winter and Member Roy Najecki wanted to make sure that the Board does this going forward. Member Scott Boudreau stated that he handled this for the Board this past year.

Open Forum: Member David DeCost recently spoke to Greg Cassidy’s replacement at RI DEM Mr. Brendan Buckless regarding who may be a contact for Holiday Acres in Gloucester. Member Roy Najecki stated that both the Town Council and Town Building Inspector Ken Johnson should have that information. Member DeCost also wanted to relay that Mr. Buckless would be happy to discuss the Forest Legacy program with the Trustees. The Legacy program does a lot of work in the Scituate watershed and is always looking for properties to place easements on.

Chairman Janine Pitocco was approached by a Mr. Richard Albanese who has a development on Pray Hill Road that will have open space; she will put it on the June agenda for further discussion. Member Roy Najecki was contacted by an abutter to the Hopkins Woodland property on Sand Dam Road regarding a tree limb from GLT property that is hanging over his property that he wants taken care of. Legal Counsel David Ursillo stated that this abutter has the right to cut the tree limb right up to the property line if he chooses to do so. Several Board Members have had encounters with this abutter and anyone visiting the site should limit or avoid engaging with him if possible.

There being no further business before the Land Trust, Member Roy Najecki made a motion to adjourn at 8:35pm.; it was seconded by Vice Chairman Wil Morin and passed unanimously. VOTE: Ayes – 5 (Boudreau, DeCost, Morin, Najecki, Pitocco)

Minutes Approved: June 14, 2022 Meeting