

GLOCESTER LAND TRUST  
REGULAR MEETING  
August 21, 2019

The regular meeting of the Gloucester Land Trust took place on August 21, 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, Janine Pitocco, Gene Cavaliere, and Legal Counsel John J. Bevilacqua, Sr.

Members Absent: Russell K. Gross and David Piccirillo

Minutes: Judi Rix

Guests: Town Councilman George “Buster” Steere, Pare Corporation engineers J. Matthew Bellisle and David Matheson

**Pledge of Allegiance**

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

**Approval of minutes of previous meetings** (discussions and /or action):

- a. Steven St. Pierre made a motion to accept the minutes of the June 11, 2019 meeting; it was seconded by Janine Pitocco and passed unanimously.

**GLT Treasurer’s Report** (discussions and /or action): Treasurer Roy Najecki provided an updated treasurer’s report reflecting the year-end total for the rest of the Board to review and a Citizen’s Bank statement that reflected the same total as the report. Janine Pitocco made a motion to accept the report as presented with addendum; it was seconded by Steven St. Pierre and passed unanimously.

**Approval of Bills** (discussions and /or action):

- a. Roy Najecki made a motion to pay Judi Rix a total of \$150.00 for June 11, 2019 Minutes; it was seconded by Steven St. Pierre and passed unanimously.
- b. Roy Najecki made a motion to pay John J. Bevilacqua, Sr. a total of \$1,000.00 for Legal Services for June 2019; it was seconded by Steven St. Pierre and passed unanimously.
- c. Steven St. Pierre made a motion to pay Northern Landscape a total of \$1,450.00 for Hawkins Pond work on July 8, 2019; it was seconded by Janine Pitocco and passed unanimously. (This vote is just for formal purposes; the vendor has already been paid).
- d. Steven St. Pierre made a motion to pay Auto Plus a total of \$36.48 for parts for the GLT Gator; it was seconded by Gene Cavaliere and passed unanimously.
- e. Steven St. Pierre made a motion to pay Data Frontiers. a total of \$576.00 for Eight Office 365 Annual Subscriptions; it was seconded by Roy Najecki and passed unanimously.

Roy Najecki made a motion to move New Business agenda item “A” to the next item for discussion to accommodate the guests present; it was seconded by Janine Pitocco and passed unanimously.

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

## Approved Minutes

- a. Hawkins Spillway and Causeway Phase II Project Report from Pare Corporation: Chairman Stephen Mitchell invited the engineers from Pare Corporation to present one more time and answer any outstanding questions the Board may have before the Town Council Workshop meeting. Pare Corporation engineers J. Matthew Bellisle and David Matheson prepared a PowerPoint presentation that summarizes and provides a comprehensive overview of the proposed project. Each identified deficiency (hydraulically deficient and inadequate spillway, stumps and root issues, elevated phreatic surfaces and deficient walls and slopes) has a proposed resolution (upgrade spillway, remove stumps and roots, construct new toe drain system and fill and regrade areas).

The new spillway will be able to handle approximately ten times more water, but FEMA requires the flow stream from the dam to remain unchanged. Repairs done prior to any new D.E.M. requirements will not be grandfathered in; the dam would be required to do whatever remaining work necessary to meet the new standards. Pare's role in this project would be an administrative one as they would work as the Gloucester Land Trust's representative to ensure the construction and repairs are being completed according to the plans and that the work is satisfactory; they do not perform any actual construction services themselves. Member Janine Pitocco asked if the estimate they have provided includes their administrative fee, and they indicated it did not. Mr. Bellisle and Mr. Matheson will provide a close-out package estimate to be included for the Town Council workshop meeting; it will include an estimate of administration for the project and for a printed maintenance manual for the dam.
- b. Authorization to request Workshop Session with Gloucester Town Council: Since New Business item "B" is tied to this agenda item, the Board will make a motion on it prior to going back into the original agenda order. Roy Najecki made a motion to authorize Chairman Mitchell to move forward with setting up a workshop meeting with the Town Council; it was seconded by Steven St. Pierre and passed unanimously. Councilman Buster Steere will bring the request to the next Town Council meeting to possibly pick an October date. Chairman Mitchell will also send the Town Clerk a formal request for the same.

Roy Najecki made a motion to go back into the original agenda order; it was seconded by Gene Cavaliere and passed unanimously.

### **Old Business** (discussion and/or action):

- a. Eagle Scout Project at Klutz Woodland Trailhead Kiosk: Eagle Scout Donald Rossi completed the project and Member Roy Najecki provided the Board Members with some pictures of the finished kiosk. Creating a new trail that connects to the Sprague farm trails will be a future Eagle Scout project.
- b. Clarkville School and Hawkins Garage proposed work: Chairman Stephen Mitchell will be meeting with the owner of Northern Landscape at the Clarkville schoolhouse to discuss landscaping issues. The chimney is still an issue that will have to be dealt with as well. The Board has decided that for safety reasons the Hawkins Garage will have to be demolished. Chairman Mitchell ran into Edna Kent, Gloucester Town Historian and informed her of the Board's decision. The Board will have to get bids to get that job completed.
- c. Interlocal Trust Policies for 2019-2020 update: Chairman Mitchell provided the members with updated policies via the link in the agenda online.
- d. Historical cemeteries on Land Trust Properties – Develop plan of action: Bill Brown of the Historical Cemeteries Committee emailed Chairman Mitchell to ask what the status of the historical cemeteries on Land Trust properties was. There are four cemeteries on Land Trust property that the Board is aware of: 1-

## Approved Minutes

Garrity Woodlands, 1-Phillip's Farm, 1-Kwandrans and 1-Sprague, but the Board has been busy with other larger projects and has not had time to work on the cemeteries.

e. Hopkins Woodlands encroachment: Roy Najecki went out and visited the site yesterday afternoon and nothing has changed. The garden shed is still on GLT property, the pool is gone, but there is now a zipline in its place. The landowner also appears to be dumping debris and yard waste onto GLT property; Mr. Najecki did take pictures. Attorney Bevilacqua will be drafting a new letter to the landowner and giving him 10 days to remove any and all items from the GLT property or the Board will have them removed at the landowner's expense.

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

c. 2019 Hunting Regulations preparations: Chairman Mitchell has been waiting on D.E.M. to publish the dates for hunting, and now that they have he can add this to the September agenda for the Board to act upon.

d. Request to postpone September 10, 2019 GLT Meeting to September 17, 2019: Chairman Mitchell will be traveling and would like to move the meeting to September 17<sup>th</sup> if everyone else can attend. Roy Najecki made a motion to move the September 10, 2019 meeting to September 17, 2019; it was seconded by Janine Pitocco and passed unanimously.

e. Request to use Phillips Farm and Steere Hill trails BSTRA Fall Benefit Pleasure Ride: Angela Prest of BSTRA emailed Chairman Mitchell to request the use of Phillips Farm Trails and Heritage Park for an equestrian trail ride on September 22, 2018 at 10am. It is BSTRA's Fall Benefit Pleasure Ride and they used the same trails last year.

### **Correspondence**

a. RI Land Trust Council E-News July 2019 (07-01-19): A link to this was provided to the members via the agenda online.

b. RIDOT – Physical Alteration Permit Expiration (07/15/19): The Physical Alteration Permit for Steere Hill has expired. If the Board wants to make any alterations to the parking area, they will need to apply for another permit. This project has repeatedly stalled due to the high cost associated with making any of the changes the Board would like to make.

c. Baxter, Dansereau & Associates LLP (07/16/19): Letter from auditors working with the Town Clerk.

d. RIDEM Open Space Grant Announcement (07/31/19): RIDEM has opened their Request for 2019 Local Open Space Grant Proposals with an application deadline of October 25, 2019. The GLT does not have any qualifying projects right now.

e. GLT office space reconsideration (08/05/19): Town Clerk Jeanne Fecteau emailed Chairman Mitchell and asked if the Board would be willing to relinquish their office in Town Hall. There are two part-time employees that need a space to use, and GLT items can be moved into the file room for storage.

**Trail Inspection and Volunteer Hour(s) Reports:** Nothing to report at this time.

**Monthly GLT Activities/Reports:** Nothing to report at this time.

**Open Forum:** Councilman Steere recently had a conversation with his son about the hiking trails at Steere Hill. His son stated that he frequently hikes there and has noticed many trees down and some across a few of the trails. The younger Mr. Steere would like to volunteer his services to help remove the trees and help maintain the trail. Chairman Mitchell directed him to fill out a volunteer form from the GLT

## Approved Minutes

website and submit it so the Board can act upon it at the September meeting. Once he is a verified volunteer for the Board he can then do work on the property.

**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 8:43 p.m.; it was seconded by Janine Pitocco and passed unanimously.

**Minutes Approved:** September 24, 2019 Meeting.