

GLOCESTER LAND TRUST
REGULAR MEETING
February 24, 2015

The regular meeting of the Gloucester Land Trust took place on February 24, 2015 at the Gloucester Town Hall. Chair Stephen Mitchell called the meeting to order at 7:00 p.m.

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

Members Absent: George Charette, and Rebecca Schultz

Minutes: Judi Rix

Guests: None

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 January 13, 2015 meeting; it was seconded by Steven St. Pierre and passed unanimously.

Treasurer's Report: Treasurer Roy Najecki provided an updated budget report. Chairman Stephen Mitchell had a question about a question about a \$5.37 charge for worker's comp and is still waiting to hear back from the finance office. Mr. Najecki wanted to point out one item of significance; the real estate transfer this year of \$62,394.83 is larger than any year's past transfers. Steven St. Pierre made a motion to accept the updated budget report; it was seconded by Russell K. Gross and passed unanimously.

Approval of Bills

- a. Russell K. Gross made a motion to pay the recording clerk Judi Rix \$145 for the January 13, 2015 meeting minutes as well as the additional \$11.09 FICA charge to the town; Steven St. Pierre seconded and it passed unanimously.
- b. Steven St. Pierre made a motion to pay John Bevilacqua's January 2015 bill for \$1,000; Gene Cavaliere seconded and it passed unanimously.
- c. Steven St. Pierre will be working as a sub-contractor for Midfield Technologies and will be migrating the GLT information over to the new website. To avoid any conflict of interest, Mr. St. Pierre must recuse himself from all votes for this company. Gene Cavaliere made a motion to pay Midfield Technologies \$215.00 bill for updating website template and apps; Russell K. Gross seconded and it was passed by everyone in attendance with Steven St. Pierre recusing himself.
- d. Steven St. Pierre made a motion to pay Data Frontiers \$150.00 bill for yearly maintenance and installation of Office 365 to chair's laptop computer; Russell K. Gross seconded and it passed unanimously.

Old Business

- a. GLT Action Plan steps for completion : Stephen Mitchell would like to update all the forestry and management plans in the 2015 calendar year with no additional financial resources needed. The forestry and management plans can be posted to the GLT website as well as given to the RI D.E.M. John Bevilacqua will advise the board on any legal ramifications. *Other Short term:* Implement Trail Inspection Protocol (Steven St. Pierre is the lead on this) Create Maintenance Timeline for Properties involves identifying two properties a year to make a priority for work (Russell K. Gross and George Charette are the leads) To have volunteers help, they will need to be trained and have their skills identified and evaluated. Create a Youth Leadership Council (Gene

Cavaliere and Rebecca Schultz are the leads) *Long term*: Baseline documentation needs to be compiled and once assembled John Bevilacqua will review to ensure it has all necessary legal documents. Everything will need to be affirmed by the board and sent to the D.E.M. for their approval (Steven St. Pierre and Rebecca Schultz are the leads) Accreditation will come after all documentation is in place and Stephen Mitchell will send to Connie Manes for review and hopefully she can provide some input. Signage updates and possible harvesting timber from GLT properties; timeline is 2015-2017 and this will require hiring a professional forester to identify harvestable timber, hiring a company to do the harvesting and having the professional forester oversee the harvesting itself (Roy Najecki and Gene Cavaliere are the leads).

- b. Youth Leadership and RI Wild Plant Society Grant Proposal: Gene Cavaliere provided an update on this project. Rebecca Schultz has been working on the required paperwork to apply for the grant, and will provide Stephen Mitchell with a copy of the grant package so that it can be placed on the March 10th meeting agenda. Rebecca Schultz and Mr. Cavaliere met with the Principal of Ponaganset High School and this project continues to move forward.
- c. Recreational Trail Grant: A lot of communication between the D.O.T. and D.E.M. regarding the work at Joe Sweet Road. There is concern about the impact it could have on any wetlands on the property. The board has been advised to apply for a request for determination and someone will come out and look at the property.
- d. Foster Land Trust Communication Update: Stephen Mitchell has been in contact with Linda Los Tibbetts the Foster Land Trust Chair about attending a GLT meeting and possibly having GLT trustees attend one of their meetings as well.
- e. Update of Caputo & Wick, Ltd. architectural engineering work Steere Hill Parking: Stephen Mitchell has been in contact with David Brae the engineer and he provided the board with a draft of the revised parking area that when completed will accommodate 50 cars.
- f. GLT Post Office Box: The check for this has been cut, Stephen Mitchell just needs to go to the Chepachet Post Office and purchase.
- g. Office Space request: The question came up at a recent Town Council meeting if there would be a problem with having too many trustees in the GLT Office at the same time. The GLT board already has a process in place to ensure this would not happen. The Town Council still needs to make a decision on this, and hopefully it will move forward in March.

New Business

- a. Volunteer Applications: Steven St. Pierre made a motion to accept Carlene Barth, as a new volunteer; Russell K. Gross seconded and it passed unanimously. Steven St. Pierre made a motion to accept Julia Cipoletta as a new volunteer; Gene Cavaliere seconded and it passed unanimously.
- b. Trail Inspection Policy: Stephen Mitchell asked John Bevilacqua to review the draft policy. Gene Cavaliere had a couple of comments/suggestions and Roy Najecki questioned the portion that stated trails should be 4 feet wide; he is aware of points on some trails that a 4 foot requirement might not be possible. After some discussion, the trustees agreed that the wording could be changed to "Trails should not be encroached upon to less than 4 feet in width." Steven St. Pierre will make the necessary changes and it will be brought to the March 10, 2015 GLT meeting for adoption.

Correspondence

- a. Laurie Meier: Stephen Mitchell responded to Ms. Meier regarding the plowing of Steere Hill Parking Lot and told her that the town usually plows eventually, but that the GLT does not plow lots.
- b. Rupert Friday – Top 2014 Accomplishment Request deadline was this past Friday, February 21, 2015.
- c. Rich & Amy Jakowski – GLT Supporter Donation of \$100. The couple is primarily interested in the Hawkins Pond property. Stephen Mitchell sent them a letter of appreciation for the donation.
- d. Connie Manes: Circuit Rider consultant for Land Trust Alliance; rescheduling presentation to March 10

Monthly GLT Activities – Reports: No organized activities this month.

Open Forum Stephen Mitchell shared a couple of items that will be on the agenda for the March 10, 2015 meeting: the Heritage Commission annual meeting will be held in Glocester this year on April 25th and they would like help from the GLT with logistics. The election of GLT officers will also take place at that meeting.

Executive Session: Chair Stephen Mitchell indicated that there was no need for an Executive Session this evening because there are no items on the agenda for discussion.

- a. Acquisition of land and / or conservation easement: None

There being no further business before the Land Trust, Russell K. Gross made a motion to adjourn at 8:22 p.m. The motion was seconded by Steven St. Pierre and it passed unanimously.

APPROVED AT MARCH 10, 2015 MEETING.