



**SMITHFIELD LAND TRUST MEETING
SMITHFIELD TOWN HALL
64 Farnum Pike
Smithfield, Rhode Island 02917
THURSDAY, February 01, 2018
Approved**

MINUTES:

Present: Barbara Rich, Kristen Swanberg, Marc Mahoney. Stephen Perreault, Jim Leach, Dilena Diaz and Don Burns

Absent James Chase, Benjamin Chamberland and Planning Board Representative

Guests: Paul Santucci, Town Council Liaison and Jacqueline Moorehead (401) 441-2606
Jackie@alleybreeze.com

The meeting was called to order at 7:00 p.m. by Chairperson, Barbara Rich. The Emergency Evacuation and Health Notification was read.

Barbara stated that Kristen has moved out of Town and this will be her last meeting. Barbara advised that Jim Chase is not renewing his Committee Membership and Benjamin Chamberland has missed more than three meetings. She will send a letter to Town Manager, Randy Rossi advising.

III. Minutes – Moved that the minutes of the December 7, 2017 meeting be approved as recorded

The minutes of the Land Trust Meeting of December 07, 2017 was discussed. Marc made a motion, seconded by Kristen, to approve and adopt the minutes as written. The vote was all in favor the motion passed.

IV. Election of Officers for 2018 – Proposed Slate: announced at meeting

The vote of the election of officers was slated by secretary, Sharon Gilmore. Barbara was nominated for Chairperson, Dilena Diaz was nominated for Vice Chairman and James Leach was nominated for Treasurer. Marc made a motion, seconded by Stephen to approve the slate as stated. The vote on the motion was all in favor and the motion passed.

V. Treasurer's Report

Barbara stated that she received a current Budget Report and provided Jay a copy for his records. Jay stated that a Funds Budget should be created for this coming year that includes any remaining bond money. Barbara advised that the budget forms are due by February 8, 2018. The total budget is \$4,650.00.

Marc made a motion seconded by Dilena to approve the Budget totaling \$4,650.00 for 2018-2019. The vote on the motion was all in favor and the motion passed.

VI. Consider, discuss and act upon the 2018 January to June work plan

Barbara distributed the Work Plan to the Committee for review. Barbara stated that the By Laws need to be reevaluated and revised. She suggested that at least three Committee Members work on the revisions and stated that there were some suggestions from the Town Council. The Committee will review the Work Plan and make recommendations.

Barbara advised that the Property Evaluation Form for Purchase needs to be reviewed and revised. Barbara stated that two Committee members are needed to work on the revisions and suggested the RI Land Trust Council, Land Trust Alliance and other Land Trusts may be helpful sources. Barbara advised Conservation Easements, Fee Purchase and Agricultural should be included in the Property Evaluation Form. The Committee will review the forms and make suggestions.

Barbara stated the Training Session for Stewardship Evaluations needs to be revised. She advised that Land Trust Council and the Land Trust Alliance have been working together to do Training Sessions for Stewardship and Management Reports. Barbara advised that they will be having classroom sessions and field work. Barbara will get additional information and the Committee Members will let her know who would like to participate.

Barbara stated that the Mowry House's new Curatorship Agreement and Plan for 2019-2024 (five years) needs to be updated. Barbara advised that Revive the Roots and Valerie Talmage from Preserve RI will be attending the March 1, 2018 meeting to discuss the current budget for the property and present a report on the new Curatorship Agreement and Plan. Barbara stated that RTR will be contacting Robert Leach at Smithfield Historic Preservation Commission regarding the work on the porch. Barbara advised that the Fire Marshall went through the house, but hasn't sent the report. Barbara stated that the fire alarms are not ringing very loud and need to be repaired.

Barbara advised that Policies and Procedures need to be reviewed and discussed further.

Barbara stated that Farm Leases for Mowry Gardens and Matteo Farm timeline needs to be reviewed and an annual evaluation completed.

Barbara advised Stewardship Evaluations for all properties need to be evaluated by December 2018. Marc has created a task list for each property.

VII. Discuss update on signs

Marc stated that he is in the process of inventorying signs that are frequently used on Land Trust properties such as small boundary signs, trail signs, “no signs” (no litter, no campfires, no parking..etc) and reference signs etc. Marc advised that tools and painting supplies should be inventoried as well as signs and stated that signs should be included in each property report. Paul advised that trails be marked with consistent signs and suggested that the Mowry House have a historic house plaque. Barbara stated the markers on each trail are similar and state the name of the trail and indicate the Smithfield Land Trust Logo. Barbara noted that each sign is accompanied by rules for each area. Barbara advised that she would contact Robert Leach regarding a historic plaque for the Mowry House and to look at their other signs. Don offered to allow the Land Trust to keep the inventory at Conservation Commission Office.

VIII. Update Projects in Process

- A. *Discussion of Management Plans for Properties and annual site visits for the following properties:*
- i. Blackbird Farm (Limerock Road – 50 acres Conservation Easement) -
Nothing new.
 - ii. Cavanagh Property (Log Road – 12 acres Conservation Easement) –
Nothing new.
 - iii. Clark Road (105 Clark Road – 22acres own from development) –
Nothing new.
 - iv. D’Angelo Family Farm (Old County Road – 15 acres Conservation Easement) –
Nothing new.
 - v. Greenville Nature Reserve (Smith Avenue – 28 acres own from development) –

Marc did a site visit on 11/5/17. He noted that there was a tree down on the Red Trail and blazing is needed by Sophia Lane. He advised that a bridge is needed on the Yellow Trail. Marc stated a kiosk is needed and trail map needs to be completed.

Barbara stated that a new homeowner would like to put in a driveway. Barbara advised that there is an existing easement. Barbara suggested bringing the trail around to the end of our right of way, to the right of the property. Marc advised that parking could be on the next street up and suggested to start the trail from there. Marc and Barbara will do a site visit.

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- vi. Hanton City (Decotis Farm Road – 96 acres own)

Nothing new.

- vii. Hyde Tree Farm (Mann School Road – 65 acres Conservation Easement/DEM)

Nothing new.

- viii. Hoar Farm (Austin Avenue – 16 acres Conservation Easement)

Nothing new.

- ix. Caroline E Judson Trust Property (Williams Road – 50 acres own/DEM) -

Barbara completed a Site Visit and the Management Plan on 11/5/17 with Marc and Jay. Marc is working on the trail map and future markings. Barbara advised that there was a large tree down just on the edge of the bridge. Steve Higgins and Peter Pare volunteered to cut up the tree and clear off bridge. Barbara noted there was no damage to the bridge. Barbara thanked both Peter Pare and Steve Higgins for their help. Barbara stated that the parking sign was damaged last winter and needs to be replaced. Barbara advised that Dave Sleboda is haying the property. Marc stated that it should be noted that no money is changing hands for his service. Barbara will contact him to thank him for haying the property and to formalize it by putting the agreement in writing.

- x. Latham Brook Preserve (Burlingame Road/Latham Farm Road Entry – 123 acres own)

Nothing new.

- xi. Matteo Farmland (Swan Road – 50 acres own)

Barbara stated that the neighbors planted trees on the property but Don advised that the trees are not blocking the cemetery and are planted on Land Trust property. There have been complaints of ATV use on the property. Barbara and Don will do a site visit with weather permitting.

- xii. Mowry Homestead/Mowry Farmland (Old Forge Road/Farnum Pike – 5 acres/15 acres own) -

Nothing new.

- xiii. Olivia's Forest (Ridge Road – 31 acres – donations by Mr. Gallo and from development) -

Barbara advised that Jim and Stephen completed a Site Visit on 11/30/17. It was

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noted that there was some evidence of trail bike use. Stephen stated that the area was in good shape and that no problems were encountered. The entrance by Crest Circle will be an unmarked trail, in order to keep it private for the residents.

- xiv. Pavao Plat (Evans Road 6.5 acres own from development) –

Nothing new.

- xv. Jim Russell Property (Burlingame Road – 43 acres own) –

Nothing new.

- xvi. Sasso Propety (Mann School Road – 21 acres Conservation Easement) –

Nothing new.

- xvii. Sleboda Farm (Whipple Road – 56 acres Conservation Easement) –

Nothing new.

- xviii. Captain Elisha Steere Farm – Booker (W. Greenville Road – 8.54 acres Conservation Easement) –

Nothing new.

- xix. Steere Orchard (Austin Avenue – 20 acres Conservation Easement) –

Nothing new.

- xx. Wolf Hill Forest Preserve (Pleasant View Avenue – 295 acres own) –

Barbara stated a huge tree was down near the Green Trail. Marc advised that unless it impedes the path, he leaves them to deter ATV use on the trails, but stated a number of trees further in will need to be removed with a chainsaw. Marc advised that we would need to hire an arborist to remove some of the more dangerous trees. Barbara stated that she could contact someone that she knows who is reasonable for an estimate or ask Steve Higgins. Marc will email her for their names and numbers.

Barbara stated that most Site Visits are on hold at this time due to the weather. Barbara advised that hopefully some Management Plans could be done in March. Barbara will email everyone some dates and times regarding which properties could be completed.

- B. *Consider, discuss and act on updating of Trail Maps based on two estimates.*

Kristen stated that she's a fan of trail maps, but because most people have a smartphone that it would be advantageous to download the maps from exploreri instead of printing them. Marc

suggested that they could also take a picture of the trail map. Marc stated he is working on a sign to put in the kiosk, so that people can download maps. It was agreed to remove the trail map holders and not to print any further ones. Barbara will send trail map information to Bill Pilkington to put it on the town's website. Dilena suggested it be posted on Facebook and on the meet up signup. Barbara stated that she would send the trail map info to exploreri to be posted on their website. Barbara stated the big map should be updated, enlarged and placed on the other side of the kiosk.

Kristen stated that a sign should be posted on the trails stating that we welcome you to bring your dogs, but to remind people that if their pets do their "business" on the trail, it's a carry in, carry out policy and to please do not leave the bag along the trail. She advised that dogs will go to bathroom within 3 – 500 feet of the beginning of the trail. She will forward some friendly signs for the members to review.

C. *Discuss updates on scout projects and other protects on Land Trust Properties*

Barbara stated that Renee Finlay from Conservation is interested in finding places to plant native plants along the trails. She will attend a meeting in the future to talk about her program. Barbara advised that it would be good for the wildlife and suggested Wolf Hill as a possible location.

Marc advised that Dominic Vivera is interested in an Eagle Scout Bridge Project for Greenville Nature Reserve.

Marc stated that John Fontaine, Troup 1, Georgiaville contacted him in regards to his Scout Project to identify trees in Olivia's Forrest and place corresponding identifying signs next to them.

Marc advised that he would contact the Cub Scout's Den Mother regarding the Bench Project that they would like to make for Olivia's Forest.

D. *Discuss updates on Grants -*

Barbara stated that we did not receive the 2012 USDA Grant. She advised that she spoke with Mr. Bachand and he indicated that there was an appeal program. Barbara stated that she would need to submit definitive proof that Mr. Kenyon had given the okay to close on the purchase. Barbara advised that while she had a meeting with Mr. Kenyon and his Associate she could not find written confirmation that we should move forward, so unfortunately she did not see an avenue to appeal.

E. *Discuss updates on Mary Mowry House Project –*

Barbara advised that this was discussed earlier in the meeting. RTR and PRI are working on the next five year Curatorship Plan. They will be present at our next Meeting on March 1, 2018 to discuss the proposed budget.

F. *Discuss updates on Volunteer Stewards –*

Marc stated that there are 204 Stewards to date. Marc advised that the Georgiaville Baptist Church asked if a sign could be posted stating that the Red Trail on Wolf Hill was adopted

by them. Marc advised that he would like to post a sign along the Trailhead at Olivia's Forest stating that the trail was adopted by the Cub Scouts. Barbara suggested Marc contact Vista Print online as they have reasonable prices. Barbara will email Marc information regarding the website.

G. *Discuss updates on Risk Management (Marc)*

Barbara stated that Mr. Craigin called stating that 6-7 cars are parked on the weekends along the cul da sac at Carltons Way and that people are bringing their pets which have gotten loose on his property. Barbara advised that he also contact Town Manager, Randy Rossi, regarding this as he is very distressed. Barbara stated that parking signs should be posted stating no more than 2 cars and no parking on street.

Don suggested cleaning up Wolf Hill Road, so there would be additional parking. Paul suggested that Barbara contact Maxine Cavanaugh regarding this matter.

Marc distributed the List of Maintenance & Improvement projects for the members review. Marc stated that Greenville Natures Reserve and Olivia's Forest Eagle Scout projects are listed.

Barbara stated a sign was torn down at Russell. Barbara's husband will contact Marc regarding the trail sign and a possible tree down.

Jay stated that it would be beneficial for Judson to connect with Connor Farm and Marc advised that it is on the, to do list.

H. *Discuss updates on Technical Review -*

Barbara stated nothing related to the Land Trust, Open Space or Conservation was discussed.

I. *Discuss upcoming Calendar –*

Barbara stated that the Land and Water Summit will be held on March 10, 2018. Stephen stated that he would like to attend and will complete and submit the registration form.

Barbara advised that Earth Day is April 23, 2018, but that the Town usually has clean up the Saturday before on April 22, 2018.

Barbara stated that Land Trust Days usually kicks off in August and the members agreed to participate this year. Barbara advised that she would ask Jonathan Twining if he could give a tour of the vernal pools, giving a turtle and frog count though she added that it's usually done in March. Barbara suggested a walk to identify local birds.

Kristen stated that she highly encourages an Outreach Program to engage the community more. She advised that many Land Trusts are doing creative programs which are popular with schools.

J. *Discuss updates on Conservation Commission News (Don)*

Don stated the owners of the YMCA property have recently contacted the Town. Don stated the property is valuable because it has its own watershed. Paul stated that they had previously spoken with Dennis and Randy about the property. Don suggested that Conservation and Land Trust get involved in the property. Barbara stated that there is a new program in which the Federal Government is bringing money into RI for recreation. She advised that Rupert Friday from the Land Trust Council is part of the group. Barbara stated that the Federal Government wants to create permanent parks like Deerfield Park. She thought that the YMCA property would be perfect for the program and discussed it with Town Planner, Mike Phillips, but the program is just getting started. Don advised that the Federal Government doesn't allow buildings on the properties, but maybe the National Parks Service would be different.

IX. Public Comment (5 minutes)

There was no public comment

X. Motion to convene into Closed Session:

- a. Consider, discuss and act upon matters pursuant to Rhode Island General Laws Section 42-46-5 (a)(5), Real Estate: For any and all discussions or considerations related to the acquisition or lease of real property for public purposes.

Executive Closed Session: Kristen made a motion, seconded by Jay, to go into Executive Closed Session pursuant to sections(s) of the Rhode Island General Laws:

42-46-5 (a)(5)-Real Estate: For any and all discussions or considerations related to the acquisition or lease of real property for public purposes and 42-46-5(a)(11)-Personnel Issues: For any and all discussions or considerations related to personnel at 8:32 p.m. The vote on the motion was unanimous and the motion carried.

XI. Reconvene into Open Public Session -

Reconvene into Open Public Session to announce any closed session votes as required to be disclosed pursuant to Rhode Island General Laws: 42-46-4

The Executive Closed Session adjourned at 8:39 p.m. Barbara stated that there would not be Executive Closed Sessions in the future as there are not active negotiations.

XII. Announce any closed session votes required to be disclosed pursuant to Rhode Island General Laws: 42-46-4 -

There were three votes taken in Executive Closed Session: To approve, adopt and seal the minutes of November 02, 2017 as written, to seal the Executive Closed Session February 01, 2018 and to reconvene into Open Public Session.

XIII. Adjournment –

Dilena made a motion, seconded by Jay, to adjourn the meeting at 8:41 p.m. The vote on the motion was unanimous and motion carried. **The next meeting will be March 1, 2018 @ 7:00 p.m.** Barbara thanked Kristen for all of her service on the Land Trust. Tonight is her last meeting. Kristen stated that she will remain as a Volunteer Steward.

Respectfully Submitted by,

Sharon M. Gilmore
Recording Secretary