

**Approved Minutes**  
**Little Compton Agricultural Conservancy Trust**  
**Meeting**  
**February 5, 2025**

**1. Call to Order:** The meeting was called to order at 7:00 pm, by D. McNaughton. Members present were D. McNaughton, M. Steers, N. Cabot, W. Montgomery, A. Wallack, N. Levine and S. Souza.

**2.) Minutes:** The draft minutes from the Public Session and Executive Session meetings held on January 8, 2025, and January 21, 2025, were reviewed.

-S. Souza noted that a change was needed on number 5 of the January 8, 2025, open session minutes. It was S. Souza who made the noted correction to the Terra Firma section and not N. Cabot.

Motion to approve the January 8, 2025, Open Session minutes with the correction noted made by A.W. Second by S.S. 7-0 approve.

Motion to approve the Executive Session minutes from the January 8, 2025, meeting made by A.W. Second by S.S. 7-0 approve.

Motion to approve the Open Session and Executive Session minutes from the January 21, 2025, meeting made by N.L. Second by N.C. 7-0 approve.

**3.) Consent Agenda:**

\* Email received from USDA in Rhode Island, dated 1/15/2025 re: Rhode Island USDA Service Center January 2025 Newsletter.

\* Email received from Zosh, Jennifer, Fish and Wildlife Service, dated 12/31/2024, re: Congress Passes Legislation to Update CBRS Maps in 13 States.

\* Email received from Lucinda Jewell, dated 1/2/2025, re: Inquiry from Website – Bill Mirrendorf’s proposal for four lot development.

\* Email received from Roderick MacLeish, dated 1/4/2025 re: Message for Little Compton Agricultural Conservancy Trust

\* Email received from Kate Sayles, dated 1/8/2025, re: Land Trust Leaders Update – January 2025.

\* Email received, from Southeast New England Program, dated 1/9/2025, re: January 2025 SNEP Newsletter.

\* Email received from NOFA RI, dated 1/12/2025, re: January 2025 NOFA-RI E-News.

\* Email received from Alliant Insurance, dated 1/14/2025, re: Policy Attached: 25-26, Accidental Death & Dismemberment – Little Compton Agricultural Conservancy Trust.

\* Email received from Virginia Streeter, dated 1/15/2025, re: eNews January 2025.

\* Email received from USDA in Rhode Island, dated 1/21/2025, re: Third sign-up open for USDA Ag & Forestry Conservation Programs in Rhode Island.

\* Email received from Carol Lynn Trocki, dated 1/15/2025, re: Fwd: enews January 2025

\* Email received from Amy Mooney, dated 1/23/2025, re: Newsletter inclusion.

\* Email received from Jack Condon, dated 1/3/2025, re: Hunting 2025.

\* Email received from Meghan Mullee, dated 1/24/2025, re: Conserve-A-Nation Newsletter – Considering Cyber – January 2025.

\* Email received from Carter Wilkie, dated 1/3/2025, re: Fwd: Land Sale RFP.

\* Email received from Kate Sayles, RI Land Trusts, dated 1/27/2025, re: Land Trust Leaders Update – Late January 2025.

Motion to accept and file the consent agenda made by N.C. Second by S.S. 7-0 approve.

#### **4.) Finance Committee / Treasurer’s Report**

##### **-Account Balances**

M. Steers reported that balance for all accounts as of January 31, 2025, is \$4,551,644.00.

##### **- Bills to be Paid:**

DeSautel & Browning Law	\$ 5,490.15
Mosaic Land Management	\$13,565.00
Cheryl Cady	\$ 5,692.50
Whelan, Corrente, & Flanders	\$ 449.00
Chubb Insurance	\$ 5352.15
Chubb Insurance	\$ 369.00
Cawley Stoneworks	\$ 7,240.00
Staples	\$ 170.00

D. McNaughton explained the invoice for Cawley Stoneworks was for the work repairing the stone wall on the Stone property. The wall was struck by a vehicle. LCACT filed the claim with Allstate, the driver’s insurance company. The cost of the repair (\$14,240.00) was covered by Allstate.

Motion to pay the bills made by M.S. Second by W.M. 7-0 approve.

##### **- Review of Transfer Tax Returns:**

During the period of January 3, 2025, thru January 12, 2025, transfer taxes in the amount of \$139,600.00 were paid to the Trust. This reflects transfer #3449 - 3453. The Transfer Taxes were reviewed. It was noted that four out of the five transfer tax forms had errors. Only transfer tax number 3453 was correct.

- Terrafirma: S. Souza and D. McNaughton participated in the Zoom presentation with Terrafirma and the Rhode Island Land Trust Council. The initial opinion of the Terrafirma representative is that LCACT is not eligible to participate in the program because LCACT is not a 501(c) (3); organization and is not recognized on IRS Form 78. D. McNaughton will follow-up.

**5.) Operations Manager Job Description:** D. McNaughton explained that it is time to consider an operations manager. A summary of the job’s duties is in the meeting information.

N. Levine expressed it is premature to review the job summary in this meeting.

W. Montgomery suggested a special meeting to discuss this position and job description. C.

Cady will organize this meeting at some point prior to the regular March meeting. D.

McNaughton suggested the Trustees email C. Cady with questions, concerns, and input regarding the position prior to the meeting.

#### **6.) Sub-committee reports:**

##### **- Communications:**

- LCACT website development update: A. Wallack to follow-up with Kyle

Reichman at 6Square regarding the cost to obtain Word Documents for each page. Word Documents will make it easier for members to edit the text.

- Annual Report: A. Wallack reported that she has completed her work on the report. She has given it to Carol Trocki for review and C. Trocki said she would be finished with the draft report by next Wednesday.

- Presentation to the Town Council: D. McNaughton explained he would like to schedule the presentation to the Town Council at the second February meeting or the first March meeting if possible.

- LC 350 Farmers Day: C. Cady explained that she and S. Souza met with a group of farmers to discuss events they would like held on that day. C. Cady will prepare a budget for the March meeting. LCACT would like to hold the event at the Richmond property on South of Commons as the LC350 tent and infrastructure will already be there. A. Wallack is working on securing a band for the day. Events will take place from 11:00 am until 5:00 pm.

- Plan for 2025: D. McNaughton explained that LCACT needs a writer, and a communication plan needs to be developed. He and N. Levine have spoken to one individual. The previous Communications Sub Committee consisted of D. McNaughton, N. Levine and A. Wallack. LCACT needs a qualified writer who will do the work and be the LCACT communicator. N. Levine suggested it be explored further at March's meeting.

Motion to spend an amount not to exceed \$3,000.00 to complete a preliminary work plan and writing samples for the next meeting made by N.C. Second by M.S. 7-0 approve.

M. Steers explained that Carol Trocki, D. McNaughton, and he have been summarizing the Agency Landscape and Planning plan to use as a basis for the Comprehensive Plan. Elements of this could be incorporated into a communication with the town.

#### **-Stewardship Committee Update:**

- Stewardship update regarding stewardship needs, monitoring reports, baseline documentation reports. N. Cabot reported that the Baseline Documentation Report for Manchester/Alvernes property has been completed and monitoring reports are being worked on.

- Peckham (Plat 22, Lot 15-4): No discussion.

- Bissinger (Plat 5, Lots 38-1, 40-2, and 40-5): A letter needs to be sent to the owner specific to the slag pile. It needs to be moved. The pile could be used to partially fill in the pond that was partly and improperly dug on The Nature Conservancy property. D. McNaughton and John Berg will meet and work together on this.

- Stone (Plat 12, Lot 79-2): The stonewall has been repaired. See above under bills.

- Ratcliffe (Plat 1, Lots 275 and 276): The sign and map were reviewed. The neighbors have asked that the sign be more explicit in stating that parking is on Town Way and that Oliver Lane is a foot path to Almy Creek.

- Merrow (Plat 45, Lots 30 & 31 and Plat 45, Lots 50 & 51): Discussed that the person who removes the debris and old equipment must be insured in order to perform work for the town. W. Montgomery may have someone who could perform the work. W. Montgomery will continue to work on this.

- Budget for Stewardship Needs: W. Montgomery suggested that pre-authorized spending to take care of immediate and emergency needs would be helpful.

Motion to authorize \$5,000.00 for discretionary urgent needs made by N.L. Second by A.W. 7-0 approve.

Ham-Right-of-Way (plat 31, Lots 43-1 & 43-4): D. McNaughton has written a letter to the Wagners. Approval is needed to sign and send the letter.

Motion to authorize D. McNaughton to sign the letter made by M.S. Second by S.S. 7-0 approve.

Ham (Plat 31, Lots 43-1 & 43-3): Survey: The right-of-way and the east side of the property should be marked with boundary markers. W. Montgomery met with D. Medeiros. D. Medeiros will install concrete bounds and pins as needed to mark the boundaries. It will cost \$3,875.00 for a Class I survey on the east side and a Class IV on everything else. It will then go to the Planning Board for recording.

Motion to authorize \$3,875 for survey made by S.S. Second by N.C. 7-0 approve.

**- Land Protection Committee:**

- **Ryan (Plat 31, Lot 55-1):** A.W. met with the owners. Their only concern was their right to hunt on the property and to give others the right to hunt it. Attorney Marion is adding these to the easement.

- **Couto (Plat 40, Lot 40-4):** Attorney Holland is representing the owners. He is going to court for a decision / plan regarding a capital gains plan.

- **Manchester/Alvernes (Plat 22, Lots 2-1 & 2-2):** The Purchase and Sales Agreement has been returned with comments. The closing should take place in the next two weeks.

**7.) Policies and Procedures:** Members received copies of the first section of an updated Policies and Procedures document in their meeting package. N. Cabot rewrote and reformatted this version. Once the appendices are included, the entire document will need to be approved by the Town Council.

Motion to approve this portion made by A.W. Second by S.S. 7-0 approve.

**8.) Hunting:**

- S. Souza reported that a subcommittee has been formed. There have been two meetings to date. The following has been discussed:

- need to rate and list properties based on hunting criteria
- there are currently nineteen (19) LCACT properties being hunted
- continue to allow hunting on these nineteen (19) properties for 2025 and then maybe build in more
- there are 60 total hunters in town (44 on private land and 16 on LCACT properties)
- drafting a questionnaire to send to LCACT hunters. This is to assist us in becoming more informed regarding the number of hunters, how often they hunt, number of deer taken.
- Might want more hunters on properties.
- possibly add more hunting information to website.

**9.) New Business:** None

**10. The Nature Conservancy:**

- John Berg (TNC) explained that The Nature Conservancy has the Right of First Refusal on the Middendorf property. TNC may be able to exercise it. Mr. Berg has a meeting scheduled with Mr. Middendorf to consider conservation.

**11.) Executive Session:** Motion to enter Executive Session for the purpose of discussing land acquisitions/negotiations per R.I.G.L. 42-46-5(a) (5) and potential litigation per R.I.G.L. Section 42-46-5(a)(2) made by N.C. Second by W.M. 7-0 approve. (Members were polled individually regarding the motion and voted as follows: (W.M. – yes, N.C.-yes, M.S.- yes, D.M. – yes, S.S. – yes, A.W. – yes, N.L.-yes)

Entered Executive Session at 8:31pm.

A. Wallack left the meeting at 9:00pm.

**15.) Return to Open Session:** 9:01pm.

**16.) Vote to seal the minutes of Executive Session:** Motion to seal the minutes of Executive Session made by S.S. Second by N.C. 6-0 approve.

**17.) Adjournment:** Motion to adjourn made by N.L. Second by W.M. 6-0 approve.

Adjourned 9:02pm.

Respectfully submitted,  
Cheryl Cady