

LINCOLN CONSERVATION COMMISSION

**Lincoln Town Hall
100 Old River Road
Lincoln, RI 02865**

MINUTES OF THE OCTOBER 5, 2022 MEETING OF THE LINCOLN CONSERVATION COMMISSION

<u>Members In Attendance</u>	<u>Members Absent</u>
Stephanie Santos, Chair	Leslie B Alexander, Treasurer
Emily Argueta, Co-Chair	Natalie Nault, Member
Jennifer Nault, Secretary	
Francine Jackson, Member	
Gerald McNally, Member	

I. CALL TO ORDER

- A. Stephanie Santos called the October 5, 2022 meeting of the Conservation Commission to order at 6:59 PM

II. APPROVE OF PREVIOUS MEETING MINUTES

- A. Motion made by Stephanie Santos and seconded by Emily Argueta to approve the minutes of the September 7, 2022 Conservation Commission meeting as submitted - **approved unanimously**

III. PUBLIC COMMENT

- A. None

IV. CORRESPONDENCE

- A. Stephanie received an email and a facebook message from a resident of Bristol, RI who used to reside in Lincoln. The resident owns a nursery and would like to donate butterfly bushes to the Conservation Commission. These would have to be planted in the Spring. Stephanie will follow up for more details.
- B. The Conservation Commission received an email from David Tote, a resident of 321 Old River Road. The property is described as "Handy Estate" and is owned by Leslie A Lussier and the Lussier Trust which consists of Town Lots 11, 366 and 368.
 - 1. The property is home to several structures, gardens and 150+ year old trees and other plant life.
 - a) David is currently party to the renovation projects taking place on all structures and exterior gardens with hopes to bring public function use
 - 2. The property borders Lot 460 which is presently going before the Lincoln Town Planning and Zoning Board for a zoning change, taking it from R-20 to R-7, permitting seven homes to be built on it.
 - 3. He is concerned that the rezoning of Lot 460 would destroy the vegetation and trees as well as displace the wild-life and also have an adverse effect

on the quality of life of not only him but the other residents on Mussey Brook Rd.

- C. David is currently speaking with the owner of Lot 460 about the possibility of purchasing the lot rather than having it rezoned
- D. David is seeking advice and/or information on:
 - 1. Possibility to obtain grants to acquire the land from the current owner
 - 2. If there are allocated funds for green space
 - 3. If development rights are an option
 - 4. If the parcel could be placed in a trust due to potential historical significance
- E. Upon discussion, Francine mentioned they could look into have Lot 460 inspected for endangered species by a master gardener, with the current owners permission but that grants are not typically issued to “people” but to non-profit organizations and that we could ask if he has more info on his residency status or on the trust that owns the property he lives in, Jenn will reply to the email

V. WETLAND APPLICATIONS

- A. Nothing New

VI. COMMISSION PROJECTS

- A. Butterfly Gardens
 - 1. Stephanie stated that Leslie reached out to her about some student volunteers needing community service hours that she would like to assign to BG. Stephanie to follow up with Leslie to get more information
- B. Shady Brook
 - 1. Nothing new
- C. Historical Cemeteries
 - 1. Francine stated she will be going to as many as possible to document locations and easements - she is concerned about the lack of documentation and mapping as it could ruin the culture of the town. Houses have been built on older cemeteries in the past and we have to do better at preventing things like this from happening.

Jenn asked if this is something the LCC should own or if there is another group responsible and we would be assisting. Francine replied that Lincoln does not have a commission dedicated to the cemeteries and this was assigned to the LCC many years ago, but that little action has been taken. Emily suggested we ask the historical society for old maps as a starting place and use GIS tracking to identify where all of the cemeteries are located to create a database once we get some maps as a starting point.

Group can put thought into how this can be approached as a full project.

- D. Town Cleanups

1. Gerald would like to do a cleanup on Twin River Rd. Stephanie confirmed that Leslie also suggested this and Steph would like Bally's to get involved. Gerald stated that Naco would also like to be involved.
 - a) Potential Date: 10/23 @ 9am
 - b) Steph to reach out the Bally's
 - (1) Francine suggest Patty Doyle as a contact at Bally's
 - (2) Gerald will talk to Nayco about helping
2. Stephanie stated that Cobble Hill Rd could also use a cleanup but Francine pointed out that it would make sense to wait until construction was completed
3. Bulb Planting:
 - a) We planted approx 165 bulbs on the corner of Front Street on Sunday Oct 2, 2022. 3 volunteers assisted.
 - b) "Bills Corner" will be addressed with additional bulbs on Thursday, Oct 6th at 4:30PM
4. e-Waste Event: Saturday, Oct 8, 2022 from 9am-12pm at Town Hall
 - a) Gerald will be attending and Jared will be there as well
 - b) DPW told Leslie they had 5 volunteers (LHS students) that would be there. We don't need volunteers for this so they will be picking up trash on Old River Rd, instead
 - (1) Gerald will assume responsibility for the volunteers and will supervise the cleanup.
 - (2) Gerald will print waivers and have the parents of each volunteer sign
 - (3) Gerald made a motion to reserve \$20 to purchase donuts for the volunteers. Jenn seconded motion - **approved unanimously**
5. Adopt-A-Spot
 - a) All documents created have been shared with Phil
 - b) Waiver is pending approval by Town Solicitor
 - c) Jenn, to present to Town Council at Oct meeting, on Tuesday, Oct 18th

VII. OLD BUSINESS

- A. Stephanie stated that Leslie confirmed that the order was placed for new leaf blower and weed wacker.
- B. ZAP "party/event" was successful. Phil received an award, Francine did as well

VIII. NEW BUSINESS

- A. Gerald would like to follow up on getting town approval for an LCC Facebook page.
 1. Jenn, Steph and Emily are meeting with Phil on Friday to review final requirements needed for Adopt-A-Spot and present changes to website and review process requirements. They will ask about the Facebook page.
- B. New Document Process presented by Jenn

1. With Town approval, move to reduce paper use by going electronic with all documents, to include utilizing our google drive to house and share all meeting minutes, agendas, etc.
2. New Budget creation template and expense tracking system have been created, will implement with Town approval
3. A google driver folder has been created: LCC Receipts
 - a) Going forward, simply take a photo of all receipts that need to be reimbursed and upload to the LCC Receipts folder. This will minimize errors and create a long term tracking system
4. Project tools could be utilized as we gear up to plan and execute bigger projects; ClickUp or Trello have free versions

C. Recycling

1. We need to provide better education around recycling to the town. Start with the kids!!
 - a) LCC Earth Day Project
 - (1) Get more involved with the elementary schools and possibly do an educational session for earth day assembly? See if Max can attend.
 - (a) School principle outreach now
 - (i) Gerald: Lonsdale, Sayelsville, Central
 - (ii) Jenn: Northern
 - (b) If approved by each school:
 - (i) LCC to create program content
 2. YMCA still has no recycling program - Gerald is going to create a presentation for them
 3. Emily created a section on the LCC website about the do's and don'ts of recycling with a ton of info

D. Marketing

1. Website: Emily has revamped the website again!
 - a) Received an invoice for this years, fees were charged to her credit card
 - (1) \$154 for website and \$20 for domain
 - (a) Motion made by Gerald to reimburse Emily for the fees. Seconded by Francine. **Approved unanimously**
2. Canva: This is the graphic design tool Emily has been using to create graphics for onlines use, posters and QR codes - Pro Plan costs \$119.99 annually and was charged to her credit card.
 - a) Motion made by Gerald to reimburse Emily for the fees. Seconded by Jenn. **Approved unanimously**
3. Advertising:
 - a) Emily is working on "swag" designs for the LCC to purchase for next year so that we have small gifts to give away to volunteers.

- b) Emily proposed we purchase 4 “political style” lawn signs with LCC designs on them to put out during events as advertising
 - (1) Cost is approximately \$200 for 4 signs
 - (2) Motion made by Gerald to purchase the signs. Seconded by Stephanie. **Approved unanimously**
 - (a) Emily will create design and send to group for approval prior to placing order

E. Illegal Dumping:

- 1. Steph and Emily spoke to Donna Kaehler about the mattress dumping issue and would like to create do's and don'ts of mattress disposal signs for small mom & pop stores - will get quotes from The Format which is a sign company on Mineral Spring

F. Budget Prep:

- 1. We have to confirm when the budget board meeting is so we have enough time to plan and prep for the next fiscal year

G. School Dept Emails

- 1. This seems to be where the most attention is coming from, at least for clean ups. How do we get on the list to contribute regularly - Jenn to contact the school dept for more info

H. Getting more HS volunteers:

- 1. Jenn to reach out to HS about civic hour requirements and how we can get our info to the Civics students

I. Elementary School planting project

- 1. Emily would like to do a project to plant flowers with the elementary school kids - she will reach out to the principle at Chloe's school

IX. BUDGET:

- A. Stephanie stated that Leslie communitied our remaining budget to her in the amount of \$3500

- 1. Known expenses to deduct:

- a) Leslie: Bulbs: \$70
 - (1) To purchase correct bulbs to plant on Oct 2
 - (2) Stephanie made a motion to reimburse. Seconded by Gerald **Approved unanimously**
- b) Gerald: Donuts: \$20
- c) Emily: Website: \$154
- d) Emily: Domain: \$20
- e) Emily: Canva: \$119.9
- f) Emily: Signs: \$200 (will confirm exact amount upon ordering)
- g) Stephanie: Bonemeal: \$16.22
 - (1) Purchased for bulb planting
 - (2) Motion made by Gerald to reimburse. Seconded by Emily. **Approved unanimously**

X. ADJOURNMENT:

- A. Motion made by Emily to adjourn the meeting. Seconded by Gerald. Vote unanimous. Meeting adjourned at 8:34pm.
- B. Next Meeting is November 2, 2022 at 7pm

Minutes recorded by Jennifer Nault
Lincoln Conservation Commission