



## LAND CONSERVANCY TRUST REGULAR MEETING MINUTES

August 17, 2017

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**Narragansett Town Hall**  
25 Fifth Avenue  
Narragansett, RI 02882  
(401) 789-1044

### **LAND CONSERVANCY TRUST**

#### **Chair**

Thomas Rogers

#### **Vice Chair**

Terence Fleming

#### **Secretary**

Susan Bush

#### **Members**

Jason Colonies

Jerry Brunetto

Pati Sylvia

Brian Wagner

#### **Town Council Members**

Matthew M. Mannix

Jill Lawler

#### **Town Staff Liaisons**

##### **Kinney Bungalow**

##### **Event Coordinator**

Daisy MacLeod

#### **Community Development**

Mike DeLuca

Jill Sabo

At a Regular Meeting of the Land Conservancy Trust of the Town of Narragansett held on Thursday, August 17, 2017 at 5:30 p.m., at Kinney Bungalow.

Present:

- Thomas Rogers, Chair
- Terence Fleming, Vice Chair
- Jill Lawler, Council Rep. (Departed at 6:42)
- Brian Wagner, Acting Secretary
- Jason Colonies
- Jerry Brunetto
- Matt Mannix (Arrived at 6:07, Departed at 6:15)

Also in Attendance: Michael DeLuca and Jill Sabo, Community Development.

Note Present:

- Sue Bush, Secretary
- Pati Sylvia

Convene: Tom Rogers convened the meeting at 5:36.

#### **Consent Agenda**

**1C Minutes** – • The Minutes were presented from the July 20, 2017 meeting for consideration for approval. Jill Lawler moved and Terry Fleming seconded and so it was voted to approve the minutes of the July 20, 2017 meeting. Jill Lawler, aye; Terry Fleming, aye; Brian Wagner, aye; Jason Colonies, aye; Jerry Brunetto, aye; Tom Rogers, aye.

**2C Kinney Bungalow Report** – • The Kinney Bungalow Report (Attachment A) was presented for review and consideration. Following review Terry Fleming moved, Jason Colonies seconded, and so it was voted to adopt and place the report on file. Terry Fleming, aye; Jason Colonies, aye; Tom Rogers, aye; Jill Lawler, aye; Jerry Brunetto, aye.

#### **Regular Agenda**

**3R National Registry plaque for Kinney Bungalow and Anthony-Kinney Farm** – There was a discussion of the purchase and placement of a

bronze national registry plaque for the Kinney Bungalow and Anthony Kinney Farm. Based on discussions at the July 20 meeting, the Chair presented a revised mock-up of a 12x15 bronze plaque to be placed on the Kinney Bungalow building (Attachment B) on the exterior wall to the right of the main entrance. The size of the plaque was reduced from discussions in July to save cost and the placement moved to the wall of the Bungalow as opposed to the granite pedestal discussed in July, again to save cost.

It was moved by Terry Fleming and seconded by Jill Lawler, and therefore voted to solicit bids from vendors to produce the plaque and to authorize the expenditure of funds to procure the plaque at the lowest bid meeting the required specifications. Terry Fleming, aye; Jill Lawler, aye; Tom Rogers, aye; Jason Colonies, aye, Brian Wagner, aye; Jerry Brunetto, aye.

**4R Gansett Days** --Due to booked events, the Kinney Bungalow is not available to participate, but Jason Colonies sought support from trustees to staff a table at Veterans Park on Saturday and Sunday with written materials describing the work of the Land Trust. Jason Colonies circulated a draft of a folding flyer that could be available for the event.

**5R Restaurant Week** -- Board members will be asked to sell tickets. There was discussion of the Land Trust earning a percentage of the proceeds of the tickets it sells and where that money would be held, e.g. either by the Chamber or in the Friends of Kinney Bungalow 501c3 account.

**6R Communications Ad Hoc Subcommittee** – Per the flyer discussion from Gansett Days, above, there were discussions about who would produce the folding flyers. Mike DeLuca said that his department could absorb the cost of plain-paper reproduction, but that any high-quality paper or special reproduction processes would have to be funded from the Land Trust budget.

There was discussion about media exposure for the Land Trust. There was a general agreement that the Land Trust should not force media exposure, but should focus on developing media strategies as media-worthy stories arise.

**7R Middlebridge Management Plan Update** – The Land Trust has been directed by the Town Council to revise the Middlebridge Plan by December 21, 2017. The Town acquired Middlebridge in 2012. All buildings require significant repair in 5 to 7 years.

Following Hurricane Sandy several buildings were gutted due to mold issues. The use of the site is constrained by its onsite water treatment system (OWTS) and the nearest sewer line is 900' away and is not really an economically feasible alternative. Tom Rogers indicates that Council has directed the Land Trust to update the Plan by the end of the calendar year and proposes a month to month schedule to complete the plan.

Council members Jill Lawler and Matt Mannix contest the Chair's representation that the Council required the Land Trust to come up with a brand new management plan by the end of the year and express concerns with the Chair not directing communications with the Council through them as the Council's liaison representatives.

Tom Rogers discussed the strategy to identify Middlebridge stakeholders and invite presentations and investigate costs as part of process to develop new management plan.

Jill Lawler proposed asking Steven Wright to identify the most immediate needs and have the Land Trust recommend to the Town Council to provide funds to make these repairs.

Tom Rogers believes a longer term plan is necessary per Council instructions and that the Land Trust should schedule dates for special meetings to get it done.

There was general consensus by attendees that we need to develop sufficient information to make basic management decisions; e.g., demolish vs. Securing Building Envelopes vs. Full Restoration. Questions raised whether we are looking for a formal RFP for work or whether we need some initial estimates to guide our decision making process that we might be able to obtain from Town staff or others.

There was discussion about using the 9/21/17 meeting to try and bring in stakeholder input and discuss vision for the Middlebridge Property and then making some basic directional decisions at the 10/19/17 meeting.

Potential Stakeholders:

- Steven Wright
- Mike DeLuca / Community Development
- URI Rowing
- NRPA
- CRMC
- NHDC

Motion to Adjourn was made by Brian Wagner, seconded by Terry Fleming. Brian Wagner, aye; Terry Fleming, aye; Tom Rogers, aye; Jason Colonies, aye; Brian Wagner, aye Jerry Brunetto, aye.

Meeting Adjourned at 7:07 PM

Note: After the 8\_17 -17 meeting and before the 9\_21\_17 meeting, Thomas Rogers presented each Trustee with a PowerPoint describing the Middlebridge Management Plan update process (Attachment C).

Respectfully Submitted:

Brian Wagner

Brian Wagner, Acting Secretary

MINUTES ACCEPTED AS  
AMENDED  
9\_21\_17  
ATTESTS



Susan Bush, Secretary

## Attachment A – July Kinney Bungalow Report

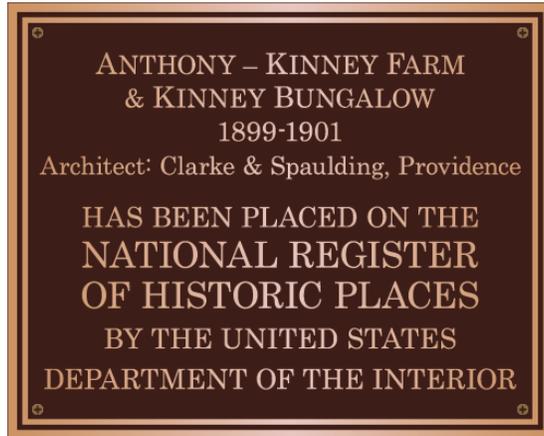
Events (1)	2015 Actual	2016 Actual	2017 Actual/ booked	2018 Booked	2019 Booked
January					
February					
March					
April	0	1	1	0	
May	9	4	2	1	
June	6	4	5	5	
July	6	3	4	3	
August	6	1	5	0	
September	7	8	10	5	
October	9	9	10	1	
November	0	0	0	0	
December	0	0	0	0	
<b>Total</b>	<b>43</b>	<b>30</b>	<b>37</b>	<b>15</b>	<b>0</b>
Change from last Report			0 more	5 more	
Cancellations	7	2	3	1	
Weddings					
Non-weddings					
Weekend (Fri-Sun)	43	26	34	12	
Weekday	0	4	3	3	
Comments		incl 3 @ no cost	not incl 3 for OctoberFest & 1 for Resturaunt Week , 1 day for TC President Fundraiser)	not incl 3 for OctoberFest 1 for Resturaunt	
Note 1 - 12.5 weekend days per month					
Showings	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual
January			19		
February			9		
March			18		
April			17		
May			13		
June			32		
July			26		
August		5			
September		24			
October		23			
November		11			
December		6			
<b>Total</b>	<b>0</b>	<b>69</b>	<b>134</b>	<b>0</b>	<b>0</b>
Change from last Report			26 showings since June		
<b>Kinney Bungalow Calendar of Events</b>					
Open House each Tuesday night from June 20 through August 29 from 5 pm to 7 pm; except for July 4th					
October 7-8: Kinney Bungalow Harvest Fair sponsored by Narragansett Lions Club and Narragansett Parks & Recreation Department					
October 26: Narragansett Chamber of Commerce Restaurant Week Fundraiser					
<b>Comments</b>					
Lastest Open House 8/8/17 had 23 people					
Working with RI Monthly Engaged Magazine, two page spread about Kinney Bungalow will come out sometime in the fall/early winter					
Kinney Bungalow is now on Instagram					

**Attachment B – Kinney Bungalow Plaque and Placement**

**Narragansett Land Conservancy Trust**

*Anthony Farm – Kinney Bungalow Historic Registry plaque & placement*

August 16, 2017



**PRECISION TOOL PLAQUE**

MATERIAL - BRONZE  
SIZE -15 X 12  
QTY - 1  
DEPTH - 1/4" Thick; Painted Edges  
SHAPE - Rectangle(or Square)  
COPY - Raised Copy-Horizontal Stroke  
FINISH - Leatherette-w/Brushed Surface  
BORDER - Double Line Border  
COLOR - F63R Brown  
STYLE - Custom Style  
CLEAR CO - Matte  
MOUNT - 4 Wood Screws-CtrSink Holes

RAISED  
 BRONZE

RECESSED  
 BROWN



## Attachment C – Middlebridge Management Plan Process PowerPoint Presentation



### Process to update the Middlebridge Management Plan

August 17, 2017

*Narragansett Land Conservancy Trust*

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## Timeline

- **2012** – Middlebridge property acquired by Narragansett; Due diligence performed – buildings will need significant work in 5-7 years
- **2014** – NLCT worked on Middlebridge Management Plan (“MBMP”)
  - Results of due diligence included
  - No specific guidance on the long-term use of the buildings or property was included
- **2016** – MBMP updated to include the URI Rowing Team and the paddle board rental litigation
- **6/20/2016** – MBMP ‘received, accepted and placed on file’ by Town Council
- **7/17/2017** – Steve Wright asks for guidance on long-term use of buildings so that he may properly maintain them and not waste any taxpayer funds
- **8/7/2017** – Town Council votes to have the NLCT update the MBMP by December 21, 2017. Recommendations to be specific enough to properly plan the maintenance of the building

*Narragansett Land Conservancy Trust*

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# The Plan

- From now to September 21
  - Identify stakeholders
  - Arrange and schedule focused presentations from stakeholders
  - Research permit restrictions, revenues & costs, etc
- **September 21 NLCT** – Vision discussions & possible first presentation from stakeholders (TBD)
- Special meetings to hear stakeholder presentations
  - Thursdays: 9/28, 10/5, 10/12
- **October 19 NLCT** – Decision meeting on recommendations to Town Council
  - There will be 'finite' number of recommendations to be made; we will need to focus our efforts and vote on each one
- Document to be updated (round #1) reflecting these recommendations – then out for review to NLCT – need comments back well before next meeting
- **November 16 NLCT** – Document review meeting
- Document to be updated (round #2) - sent out for review to NLCT
- **December 21 NLCT** - NLCT votes to recommend the updated Middlebridge Management Plan to the Town Council
  - Submits to the Town Council

# Comments

- It is a very tight (and doable) schedule to meet the deadline given to the NLCT by the Town Council
- It is important to give specific recommendations to the Town Council so that it may give timely guidance to Department of Parks & Recreation
- It is essential that all trustees attend all meetings and special meetings so that we are all kept current.
- Please be sure to read all draft documents and provide comments as requested – so we can all keep to the schedule and to incorporate all edits and comments
- **AND - If you are ever not sure that you have all of the most current information – please call Tom ASAP**

## Questions??

- Are there any questions or suggestions?
- Who are the stakeholders which should be providing input to our work?