

# BOLTON CONSERVATION COMMISSION

## Minutes

Regular Meeting  
Monday, March 7, 2016  
7:00pm  
TOWN HALL

**Members present: Rodney Parlee (Chairman), Peter Wilkens (Vice Chairman), Brenda Cataldo, Sarah Davies**  
**Public Guests: Nick Grottolo (BHS and BSA Troop 73)**

### 1.0 Preliminaries

**1.1 Call Meeting to Order-** The Chairman called the meeting to order at 7:03 p.m.

**1.2 Approval of Agenda-** A motion was made by Peter Wilkens, seconded by Sarah Davies to move line items 6.1 and 6.2 to precede 3.0 and to approve the agenda with this change. The motion passed unanimously.

**1.3 Approval of Minutes from January 4, 2016 Special Meeting-** A motion was made by Peter Wilkens, seconded by Sarah Davies to approve the minutes as submitted from the January 4, 2016 regular meeting. The motion passed unanimously.

### 2.0 Public Comment- None

**6.0 New Business:** The following items were moved up the agenda by motion.

**6.1 Capstone Project Update-** Nick Grottolo reported that a trail has been flagged to be approved by buildings and grounds. He is in the process of researching the cost of materials needed to complete the trail, kiosk and nature signs. The project will be completed by April 26, 2016.

**6.2 Vernal Pool Hike on Saturday, March 26<sup>th</sup>-** Hike will be held rain or shine on the new trail in Herrick Park at 10am with guest speaker Ed Pawlak. The event will be advertised on the town webpage, Facebook, fire department sign and at the library.

**3.0 Correspondence-** The Chairman noted the following correspondence:

- 2014-15 Bolton Conservation Commission Annual Report
- 2015 Bolton Plan of Conservation and Development
- 2016 CT Land Conservation Conference Flyer: Saturday 3/19/16 at Wesleyan University 8-4:45pm
- 3/7/16 E-mail from CT Forest & Park Association: Friend of CT State Parks Day will be Wednesday 3/9/16. State Parks Funding Public Hearing will be Friday 3/11/16.
- 2016 Earth Day T-Shirt Catalog
- Winter 2016 edition of *The Habitat*, CACIWC Newsletter
- Winter 2016 Report from Environment CT
- 2016 ESRI Annual Summit Flyer
- Winter 2015/16 ESRI Newsletter
- 2016 CT Recycler's Coalition Conference & Trade Show Flyer
- Solid Earth Technologies- Supporting Sinking Structures and New Construction
- Winter 2016 Arc User Magazine

**4.0 Financial Report-** Peter Wilkens reported account balances. Rod Parlee and Brenda Cataldo submitted \$120 from calendar sales.

### 5.0 Unfinished Business

**5.1 2016 Calendar Sales, Photo Contest Promo - - Appropriate Funds for Prizes-** Brenda Cataldo reported that 79 calendars have been sold. The commission will promote the photo contest at the Vernal Pool Hike. Brenda Cataldo agreed to update flyers and promotional materials. The commission agreed to request ink cartridges from the Administrative Officer.

A motion was made by Brenda Cataldo, seconded by Sarah Davies to submit a purchase order for \$336 from the Conservation Activity Fund for items from the North Central Conservation District Spring Plant and Seedling Sale to be purchased as prizes for the photo contest and sale items for Family Day.

**5.2 Earth Machine Composter Sales & Storage-** There are 10 machines remaining for sale. The commission has permission to continue to use Town Hall's basement for storage.

**5.3 RBV For October 23<sup>rd</sup> & CLCC Conference at Wesleyan-** The commission agreed to host the RBV on October 23<sup>rd</sup> instead of November 13<sup>th</sup>. The CLCC Conference will touch on many topics including outreach and RBVs.

**5.4 FOI Workshop Results-** The commission reviewed timelines for minutes, guidelines for discussion prior to meetings regarding agenda items and the reporting of vote outcomes.

**5.5 Status of Open Space Preservation & Acquisition Committee-** The committee has not been meeting.

## **6.0 New Business**

**6.1 Capstone Project Update:** This item preceded 3.0 by motion.

**6.2 Vernal Pool Hike on Saturday, March 26<sup>th</sup>:** This item preceded 3.0 by motion.

**6.3 Earth Day, Trails Day 2016-** An event featuring fairy house building and a hike will be held Saturday April 23<sup>rd</sup> in Freja Park at 2 pm for Earth Day.

An educational hike will be held Saturday June 4<sup>th</sup> through Freja Park, with guest speakers Matt Largess and Ray Hardy, from 9-12 pm for Trails Day. A sunset hike will be held the same day, with guest speaker Matt Largess, from 6-8:30 pm on the Tulip Tree Trail. Rain date is Sunday June 5<sup>th</sup>.

**6.4 Establish Freja & Herrick Park Trail Improvement Task Force-** The commission discussed plans to maintain park trails and resources for the future. Park outreach will be added to future agendas.

**6.5 BLWCA Meeting Report-** BLWCA is collaborating with the Friends of Bolton Lake to look into grants to protect the Atlantic White Cedar Forest on Upper Bolton Lake.

**6.6 Outreach – Update Tri-Fold Display, Establish Volunteer Database-** The commission agreed to review tri-fold display and outreach materials at the next regular meeting. Sarah Davies agreed to maintain a volunteer database.

**7.0 Other-** None

**8.0 Approval of Clerk's Invoice-** A motion was made by Peter Wilkens, seconded by Brenda Cataldo and passed unanimously to approve the Clerk's Invoice as submitted for the March 7, 2016 regular meeting.

**9.0 Adjournment-** A motion was made by Peter Wilkens, seconded by Sarah Davies and passed unanimously adjourn the meeting at 9:05 p.m.

Respectfully submitted,

Melissa M. Wilkens  
Board Clerk

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.

The next regularly scheduled meeting is Monday, April 4, 2016 at Town Hall

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