

Heritage Farm Commission
Regular Meeting
November 4, 2019

The Bolton Heritage Farm Commission held its regular meeting on November 4, 2019 at the Notch Road Municipal Center. Members in attendance were Chairman Arlene Fiano, Rhea Klein, Cara Wraight, Beth Harney, Ann Maulucci and alternate Bonnie Massey. Building and grounds supervisor John Butrymovich was also present. Commission alternate Jon Treat was not in attendance. Commission member Ray Marion was absent. Bolton residents Ben Jacobson in attendance. Bolton's Town Administrator Josh Kelly was also in attendance.

1. Call to order

Arlene called the meeting to order at 7:06 P.M.

Arlene introduced Boltons new town administrator Josh Kelly to the members of the commission.

2. Approval of Minutes of September 9, 2019 Regular Meeting and October 7, 2019 informal meeting.

Beth Harney made a motion to accept the September 9th minutes with corrections, Ann Maulucci seconded the motion. Rhea Kline made a motion to accept the October 7th minutes with corrections Cara Wraight seconded. Both sets of minutes passed unanimously.

Corrections: September 9th meeting

First paragraph remove the word "were" before John Toomey.

Under item 3 after the word citizenship add "in the community badge "and delete the remaining of the sentence. Under 5B capitalize the word "Rising"

Section 5C should read "Heritage Farm Preservation Fund" instead of Heritage Farm Fund.

Under section 5F the sentence should read " Arlene and town staff will meet with the living history encampment organizer Steve Gardner after September 15th " Delete the existing sentence.

Under section 5I delete remove the first sentence. The new sentence should read "Arlene would like to set up a workshop to share ideas for items the Commission can make and come up with a price point."

Corrections: October 7th informal meeting

First Paragraph capitalize "CT"

Under section 4 delete the word contact and replace with "contacted"

3. Resident's Forum (Public Comment for Items NOT on the Agenda)

Nothing at this time.

4. Correspondence

Arlene forwarded an email from the Town on Sexual Harassment Training. All board members are required to participate and file their certificate of completion with the Town.

5. Unfinished Business

A. W3R Interpretive Signage/Capstone Project

Rhea Klein informed the Commission she received correspondence from the National Parks service and that there is additional funding available for the signage grant. Rhea stated she, Arlene, Josh Kelly and Patrice Carson meet on November 1st to discuss the application for the grant. Sue Weintraub of Weintraub and Company has submitted a cost proposal for signage, website and marketing which will be part of the grant package.

Ben Jacobson stated the French Club at Bolton High school as part of his Capstone Project has agreed to work with him to organize a fundraiser to help raise additional funding for the signage at the farm.

B. Farm maintenance and repair projects

John Butrymovich stated they have been mowing the fields, clearing the stone walls and cleaning up leaves. John also stated that roughly 12 panels of glass in different windows were replaced after the last rain/wind storm.

C. Update on Fund Raising

Beth Harney stated the Commission has \$3,356 in the Rosie Fund at People's United Bank. Beth stated she went into Town Hall on November 1st and verified there is \$57,646.53 in the Bolton Heritage Farm fund.

D. Student/School Participation/Education Programs

Nothing at this time

E. Future Use of Farm House

Nothing at this time.

F. 2020 Tri-Centennial Celebration

Arlene stated the next meeting is November 20th at 7:00 PM location TBD. Arlene and town staff will meet with the Steve Gardner, living history encampment organizer, on November 6th.

G. Social Media/ Town Website Updates

Nothing at this time.

H. Business Plan

Arlene stated on November 6th at 12:00 P.M. she, Josh Kelly, Beth Harney and Sandy Pierog have a preliminary review of the Draft Business Plan. Arlene and Beth will receive feedback then determine what the next step for the Commission will be.

I. Survey and Planning Grant

Nothing at this time.

J. Festival of Trees

Arlene stated she is sending in the registration for the Commission's entry. The theme of the Commission's tree is Natural Beauty.

K. Sleigh Bells Ring and Winter Faire

Beth stated she had meet with Tracy Verrastro to discuss different items the Commission could sell at different fund raising events. Tracy gave Beth a few sample items. The Commission members passed the different items around and discussed what they liked best.

6. New Business

A. Bolton Heritage Farm Regular Meeting Dates for 2020

All meeting are held at 7:00 P.M at the Notch road Municipal Building expect for the month of June.
January 6th

February 3rd

March 2nd

April 6th

May 4th

June 1st 6:00 PM at the Heritage Farm

July 6th

August 3rd

September 14th

October 5th

November 2nd

December 7th

B. Other

Ann Maulucci mentioned the new white oak tree planted at the town green and wanted to know if any kind of ceremony had taken place. Josh Kelly and John Butrymovich both stated no ceremony had taken place. They informed the commission that the tree was a gift given to all towns from the the state of CT. The white oak is an offspring of the famous Charter Oak. Arlene suggested that the town have a ceremony next year on Earth Day.

9. Adjournment

Rhea made a motion to adjourn the meeting, Beth seconded the motion. The motion passed and the meeting was adjourned at 8:19 P.M.

Respectfully Submitted,

Corrine O'Brien
Board Clerk

PLEASE SEE THE MINUTES OF SUBSEQUENT MEETINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CORRECTIONS HERETO.