

Heritage Farm Commission
Regular Meeting
February 1, 2021

The Bolton Heritage Farm Commission held its regular meeting on February 1, 2021 via Zoom. Members in attendance were Chairman Arlene Fiano, Beth Harney, Rhea Klein, Ann Maulucci and Cara Wraight. Alternate Raymond Marrion and Historic Society Alternate Bonnie Massey were also in attendance. Building and grounds supervisor John Butrymovich was not in attendance.

1. Call to order

Arlene called the meeting to order at 7:00 P.M.

2. Approval of minutes of January 4, 2021

Corrections:

- 5g – **Sara** instead of Sara[h]
- ...landscape architect **Tom Elmore...**
- **...performed** [replaces preformed]...
- 5i - **...the creation of** an amphitheater...

Beth Harney made a motion to accept the minutes as corrected, Cara Wraight seconded, the motion was passed unanimously.

3. Resident's Forum (public comment for items NOT on the agenda)

Nothing to report at this time

4. Correspondence

Arlene stated that Deb Livingston has set the dates for the Summer Cross Country Running Series at the farm as follows: 6/23, 6/3, 7/7, 7/14, 7/21, 7/28 – Wednesday evenings.

5. Unfinished Business

A. Farm maintenance and repair projects

John reported by email that during January they finished WHIP mowing and cleaned up downed trees and hanging branches from various storms. Several large logs by the barn were relocated to the concrete area behind the barn. Next, they will move onto clearing downed trees in the new trail area.

B. Update on Fund Raising

Beth reported that the Heritage Farm Fund (HFF) account has \$42,710.76. The reduction in funds from the previous balance was for reimbursement for flyers and cancellation letters sent to Farmers Market invitees/ participants when the 2020 event had to be canceled. The balance in the Rosie fund at People's Bank is \$4,033.09. It was agreed that move to an account that is accessible online so that the treasurer does not have to make a physical trip to the bank to obtain a balance for monthly reporting.

C. Eagle Scout Project Update

Nothing currently

D. Survey and Planning Grant Update/ Sara Nelson

Meg Harper [PAST] finally replied to Sara Nelson with a schedule which can now be added to the contract, which is the final piece needed for it to be executed, hopefully next week. Sara would like to initiate a Zoom Kick-off meeting for either February 11th or 12th. Arlene will confirm the date and time with Josh – it will most likely be during the day. In addition, Sara requested a cost analysis of our plans for future use of the farm. In response, Arlene, Beth and Cara collaborated on a letter to cover a graphic spreadsheet of our Business Plan. The purpose of the letter was to state the commissions' position that any financial returns that use of the farm and its facilities provides in future will be used to reduce the cost of operations but are not intended to fully reimburse the town for any costs of farm use. As the farm is municipally owned it must be maintained with town funds like any other facility.

E. NPS/W3R Update

Nothing new currently

F. W3R Interpretive Signage

Most of the meeting was spent under Rhea's direction refining a Google Docs outline of priority topics for the three interpretive signs planned for the Heritage Farm in conjunction with the re-enactment scheduled for 2022. The three – 36" X 24" sign boards will be created with funds granted by the National Park Service. The three panels will highlight the following topics:

- The WARO Route from Newport to Yorktown
- The Encampment at the Bolton Heritage Farm
- The French American Alliance and its importance to the American Revolution

Rhea will refine our thoughts into a final outline document with notes and attachments, and Arlene through Josh will request a meeting with Dr. Robert Selig for his input on fact checks and concurrence with our selected priorities. Arlene reported that the RFPs are out, with a response from graphic artists due by February 15th. We need a quote from 3 participants to select an artist to proceed to design the signs.

6. New Business

A. Other

Bonnie stated that she and Cliff were planning to clean out the bluebird houses at the farm during the month of February – Spring is just around the corner!

7. Adjournment

Beth made a motion to adjourn the meeting, Rhea seconded the motion. The motion passed and the meeting was adjourned at 8:32 P.M.

Respectfully Submitted,

Beth Ann Harney, Vice Chairperson

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