

Heritage Farm Commission
Regular Meeting
March 1, 2021

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

1. Call to order

Arlene called the meeting to order at 7:04 P.M.

2. Approval of minutes of February 1, 2021

Corrections:

- 5b – ...agreed to move...

Cara Wraight made a motion to accept the minutes as corrected, Ann Maulucci 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

Kyleen Mike, Bolton's Recreation Coordinator, contacted Arlene about the Virtual Community Fair to be held Friday March 26th from 6-8 PM via Zoom. The commission decided that they will at least participate with a written document that can be circulated to town participants with contact information in the event there are any questions. If someone on the commission is available to participate in the Zoom event, we will contact Kyleen later.

5. Unfinished Business

a. Farm maintenance and repair projects

John reported that when they were not plowing snow during February, the town crew was clearing brush and tree limbs from the trail areas in anticipation of walkers and X-Country runners for this upcoming season. There are some larger limbs and trunks to be removed once the ground is firmer, and heavy equipment can enter the trail area.

b. Update on Fund Raising

Beth reported that the Heritage Farm Fund (HFF) account has \$42,713.54 and the balance in the Rosie fund at People's Bank is \$4,034.04.

c. Eagle Scout Project Update

Nothing currently

d. Survey and Planning Grant Update/ Sara Nelson

A Special Meeting of the BHFC to kick-start the Master Plan study was held via Zoom on February 18, 2021. The meeting was directed by Sara Nelson of Nelson Edwards and attended by Sandra Pierog, First Selectman; Josh Kelly, Town Administrator; Patrice Carson, Consultant for Economic Development; Jim Rupert, Building Official; Tom Elmore, Historic Landscape architect for the Design Team and various BHFC members. Minutes of that meeting will be circulated to those members who did not attend; the Special Meeting minutes will then be approved by the commission at their April meeting and posted on the town website.

A PowerPoint presentation developed by Sara and used to guide the meeting was sent to all BHFC members. As the first phase of the Master Plan, the BHFC is charged with contacting colleague organizations running similar ventures, i.e., farms or barns in public use for active and passive recreation and events, to help inform programming decisions for improvements at the Bolton Heritage Farm. Sara

sent a preliminary list of questions that she has used previously in such research. The commission will seek to identify 8-10 colleague organizations to poll over the next two months. Arlene will contact the Webb Barns organization in Wethersfield, and if they are amenable, commission members may visit the site, which will require a special meeting. Commission members were asked to identify other organizations to prospect.

With Josh Kelly leaving in April, Arlene has requested that the town allow Patrice Carson to become a permanent member of the Master Plan team, to provide continuity for the project during the administrative transition.

e. NPS/W3R Update

Nothing new currently

f. W3R Interpretive Signage

The town received three proposals in response to its request for graphic design contractors to create Interpretive signage. Rhea Klein created three rubrics on Google Docs to help members evaluate each proposal for relevant experience, understanding of the specifics of the assignment and alignment with budget goals. The results of that analysis put Wilderness Graphics of Tallahassee, Florida in the strongest position. The commission has a strong preference for high pressure laminate signs that will be long-lasting in all weather, and several members expressed an interest in visiting some of the signs mentioned in the proposal to see how they have held up over time.

Arlene will communicate the commission's preferences to Josh Kelly. There are several clarifications on proposal details and references that need to be confirmed; the commission is willing to undertake that effort if authorized by the town. Arlene will confirm next steps and the timeline for proceeding to a contract and then a kick start meeting between the selected vendor, the commission and Dr. Selig, who will consult on the historic content of the signs.

g. Other - none

6. New Business

a. Other - none

7. Adjournment

Rhea moved to adjourn the meeting; Ann seconded the motion. The motion passed and the meeting was adjourned at 8:15 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.