

**Heritage Farm Commission**  
**Regular Meeting**  
**April 3, 2023**

The Bolton Heritage Farm Commission held its regular meeting on April 3, 2023 at 7:00 PM at the Town Hall in person. Members in attendance were Chairman Arlene Fiano, Rhea Klein, Cara Wraight, Ann Maulucci, Leslie Shea, Bonnie Massey and Paula Lynn. John Butrymovich, Supervisor of Building and Grounds, was present. Also present was Kevin Drake, who is assisting the Commission with event advertising and marketing. Vice Chairman Beth Harney and Board Clerk Corrine O'Brien were not in attendance.

**Call to order**

Arlene called the meeting to order at 7:00 P.M. Arlene sat Paula Lynn for Beth Harney.

**1. Approval of Minutes of Regular Meeting on March 6, 2023**

Leslie Shea made a motion to accept the minutes as written with no corrections. The motion was seconded by Rhea Klein.

**Approval of Minutes of Special Meeting on March 13, 2023**

Rhea Klein made a motion to accept the minutes as written with no corrections. The motion was seconded by Paula Lynn.

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

The Commission received great feedback on the March showcase at Bentley Library. The items in the case were well-received.

**3. Correspondence**

Diversity training has been scheduled for May 3, 2023 from 6:00 to 9:00 PM. Please contact Kathy or Sue Ellen at the Town Hall with questions and to RSVP.

**4. Unfinished Business**

**A. Farm Maintenance report**

John Butrymovich advised the farm is getting ready for the running series organized by Deb Livingston. The parking lot has been graded. They will be sweeping sand this week and next. Three bids for the potable water hydrant grant have been received. All three bids came in with similar prices. John will make calls in the next few days to find out the availability of each contractor. This availability will determine who will get the job.

**B. Update on BHF accounts**

No changes to either account at this time.

**C. UCONN CE11 Wood Barn Design**

No feedback yet from the UCONN students who performed the structural engineering review.

**D. NPS Way Finding Signage**

No updates at this time.

**E. Digging into History Event July 2023**

Arlene has spoken with Christine Pittsley regarding advertising information. Kevin Drake agreed to help with publicity for this event. French students are coming to Connecticut for two weeks in July for an archeological dig at the Farm. Christine is looking for a logo for the Farm. The Bolton Heritage Farm Commission has adopted the Town of Bolton's 300th Anniversary logo, which mainly features the barn. Kevin will contact Patrice regarding the steering committee for the Connecticut Countryside group, as their website is being finalized. Each of the four towns has an economic representative as its voice.

Christine would also like the French students to do a community service project while they are stateside. Arlene inquired with John. There will be approximately 30 students total. Beth got permission to use the church for a cooking competition, which is an event for the students only. The French students will cook dinner for the American students and vice-versa. The students will be staying at CCSU. Christine is bringing tables and chairs to the Farm for the students use and asked if they can be stored in the barn overnight. John confirmed the town will need an insurance rider for the property stored in the barn.

#### **F. Living History Weekend October 7 & 8 2023**

We will start marketing the event and choosing media. Patrick Carroll and Arlene will meet in April after it rains so he can formulate a plan A and B in regards to potential wet weather. Bonnie will follow up with the Women's Auxiliary. We need to find out if the church has any events occurring that weekend. If not we will need them to hold their space and offer a down payment for the space for the night of Saturday, October 7.

#### **G. Future Grant applications**

Rhea has a meeting with John Toomey about 501(c)(3) status. Grants can be done with the Historical Society once they become a formal non-profit. Kevin advised that the "Good to Great" grants are for large sums. Next on our list for grants is to find one for design for the toilet facilities. After the design grant we will need a building grant for the structure. The working blueprints, which will be a part of the design grant, come first.

#### **5. New Business**

##### **A. Other**

No news on the LOTCIP grant.

The garden at the Farm needs to be weeded. The Bolton Heritage Farm Commission has agreed to start our next scheduled regular meeting for Monday, May 1 early at 5:30 PM, at the farm to perform this annual maintenance.

#### **6. Adjournment**

Paula Lynn made a motion to adjourn the meeting. Ann Maulucci seconded the motion. The motion passed and the meeting was adjourned at 8:00 P.M.

Respectfully Submitted,

Cara Wraight  
Commission Member

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