

Heritage Farm Commission
Regular Meeting
Monday, April 7, 2025, 7:00 P.M.
Virtual Meeting

Commission Members Present via Zoom: Chairman Arlene Fiano, Paula Lynn, Rhea Klein, and Leslie Shea

Commission Members Absent: Treasurer Cara Wraight, Ann Maulucci, and Bonnie Massey

Others Present via Zoom: Building and Grounds Supervisor John Butrymovich, Board Clerk Kacie Cannon, and Resident Kevin Drake

Call to order: Arlene called the meeting to order at 7:04 P.M. Leslie Shea was seated for Cara Wraight.

1. Approval of Minutes of Regular Meeting on February 3, 2025

Leslie moved to approve the February 3, 2025 Regular Meeting Minutes. Rhea seconded the motion.

Leslie requested the following correction to the April 7, 2025 Regular Meeting Minutes:

- Change the adjournment time under Item No. 7 from 6:10 P.M. to 7:10 P.M.

Paula moved to approve the February 3, 2025 Regular Meeting Minutes as amended. Leslie seconded the motion. The motion passed unanimously.

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

No residents were present other than Kevin, who is assisting with special projects for the Commission.

3. Correspondence

There was no correspondence.

4. Unfinished Business

There was no unfinished business.

A. Farm Maintenance Report

John Butrymovich reported that the landscape maintenance has been completed in the WHIP Grant area along with re-grading the parking lot, spring clean-up, window repairs, and energizing and sanitizing the water system. He added that Shamrock Tree Service removed a large branch in the pine tree and the birch tree that was hanging toward a house.

B. BHF accounts report

No report was provided since Kara Wraight was absent; however, Arlene noted that not much has changed in the account.

C. Update on climate-controlled display case/ Digging for History artifacts

Arlene reported that there has been no movement on the display case. Rhea stated that she will work on it next week and hopes to have it completed by May.

D. Manure Pit Proposal

John reported that the concrete has been removed and the pit has been filled. He added that rough grading was done around the edges, and seeding will take place tomorrow if the ground is not too muddy. Arlene stated that the area looks great and asked about the retention pit. John explained that it is too soft and dangerous to address at this time.

Board Clerk Note: The meeting was interrupted at 7:20 p.m. as a result of a compromised Zoom link. A new meeting link was sent out, and the meeting reconvened at 7:38 p.m. John did not return to the meeting, and Leslie joined the meeting via telephone.

E. Outstanding Projects

1. LOTCIP follow up Trail Design/April Public Information Meeting

Arlene stated that Jim Rupert would like to hold a Public Information Meeting on April 21st or 22nd. Arlene is waiting for a response to an e-mail she sent him today. Rhea asked if Arlene met with Jim Rupert in February. Arlene replied that she met with him and Joe Dillon and was told that the Board of Selectman decided that the trail will follow the stone wall instead of the preferred, original location Joe had designed.

2. NPS Wayfinding signage

There are no updates at this time.

5. Master Garden Plan Revision

Arlene suggested walking the farm during the May meeting after the garden cleanup to determine future goals for the plan. She noted that a memorial hickory tree is being planted for a family. The Commission agreed to the farm walk.

Rhea asked about the driveway plans. Arlene explained that CRCOG did not approve the use of LOTCIP funds for the driveway, and Jim and John are exploring alternate funding. Rhea requested that the driveway be added to the May agenda for discussion.

The Commission agreed to meet at 4:00 p.m. for the May meeting at the Bolton Heritage Farm.

6. Library Showcase and Trail Walk June 2025

Kevin stated that elevation data is needed to determine the scale of the display houses. Arlene will meet with Kevin next week to assist with the project. She noted that the Library Showcase will take place in June and added that she would like to have the model ready for the April Public Information Meeting.

7. New Business

There was no new business.

A. Other

Rhea and Kevin reported that they met with Diane Weaver Dunne of Connecticut Radio Information System (CRIS) Radio to discuss an opportunity to participate in a grant project. Kevin explained that CRIS is applying for a National Park Service Battlefield Grant and, if awarded, the grant would fund a smartphone audio tour for five historical sites along the Washington-Rochambeau Trail, including Bolton Heritage Farm. Kevin noted that the BHFC would need to provide a narrative and materials for a three to five-minute audio recording outlining the history of the farm. Rhea added that the purpose is to make the farm more accessible to people with disabilities. Jim Rupert supports the idea and has provided a letter of

interest to CRIS from the Town. Kevin stated that that he has not heard from Diane since the meeting on March 14th but will follow up with her and copy the Commission on the e-mail.

Arlene asked Rhea to reach out if she needs help with the grant she is working on and reminded her to get in touch with the curator. Rhea stated that she has spoken with the curator about her fees and downsizing the project.

The Commission briefly discussed the earlier Zoom disruption and whether the compromised link put their computers at risk. Arlene assured members that only the link was compromised, not individual computers. Kevin agreed and confirmed that there was no risk to personal data. Arlene will inform staff of the incident.

8. Adjournment

Paula moved to adjourn the meeting. Leslie seconded the motion. The motion passed unanimously.

The meeting was adjourned at 7:58 p.m.

Respectfully Submitted,

Kacie Cannon
Board Clerk

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