

BOLTON CONSERVATION COMMISSION

Regular Meeting

Monday, May 2, 2022, at 7:00 p.m.

Virtual Meeting utilizing Zoom

**Members Present:** Chairman Rod Parlee, Alan Bicknell, Brenda Cataldo, Jean Laughman and Peter Van Dine

**1.0 Call Meeting to Order**

Chairman R. Parlee called the meeting to order at 7:05 p.m.

**2.0 Minutes Review of April 4, 2022 Regular Meeting**

**Under Members Present:** Add a period after Van Dine. Remove the word “and” before Alternate

**Under 8.0:** Correct Vane Dine to Van Dine

A. Bicknell made a motion to accept the minutes as amended. J. Laughman seconded. The motion passed unanimously 5:0:0.

**3.0 Public Comment:** None

**4.0 Financial Report**

R. Parlee shared the Financial Report online.

J. Laughman moved to accept the Financial Report as presented. B. Cataldo seconded. The motion passed unanimously 5:0:0.

P. Van Dine noted that the BCC has a proposed \$300.00 increase in the budget. This is pending final budget approval.

The town ordered the Earth Day T-shirts. K. McCavanagh sent an Email to P. Van Dine on April 7, 2022, requesting an amendment to the purchase order due to a price increase.

**4.1 Results of Meeting with Jim Rupert and Jill Collins**

P. Van Dine noted that the Town said that the BCC has never presented an inappropriate purchase request. It is the BCC’s responsibility to decide what to purchase and how to use funds. The appropriations should always use the wording “to not exceed”. One person should be responsible for each purchase.

R. Parlee felt that the meeting was very productive with a good exchange of ideas and information.

**4.2 Calendar Revenue Received including Donations**

The current net profit including donations is \$908.36

#### **4.3 NCCD Seedlings Order (additional \$29.00)**

The cost of the plants for the photo contest prizes may exceed the amount that was appropriated. A male winterberry plant may be purchased as a pairing to the female winterberry plant. J. Laughman noted that the male and female plants do not need to be in direct proximity to each other.

J. Laughman felt that the columbine that has been chewed by squirrels should be replaced if they don't look perfect at the time of the prize distribution.

#### **5.0 Continuing Business**

##### **5.1 Photo Contest May 9, 2022 Deadline Promo, Prizes and Special Meeting**

R. Parlee noted that the deadline of May 9<sup>th</sup> is coming up soon. A Special Meeting date will be set for May 19, 2022 at 7:00 p.m. to certify the contest winners. This meeting will be held virtually utilizing Zoom. B. Cataldo will send a link to the photos to all BCC members by May 15<sup>th</sup>. Votes are to be submitted before the Special Meeting and will be certified during the meeting.

A date will have to be determined to deliver prizes in Bolton and immediate towns.

##### **5.2 2023 Calendar Planning – Brenda/Peter**

B. Cataldo continues to work on the pages and P Van Dine remains open to reviewing them.

##### **5.3 Water Resources – Laboratory Analysis Account Update - Peter**

R. Parlee and P. Van Dine will be designated the responsible parties to deliver water samples to Phoenix Labs.

An open purchase order will be on file before taking samples to the lab. A price list is available but pricing can change.

##### **5.4 Stream Temperature Monitoring**

There are 13 available monitors. 7 belong to BCC, 6 belong to CTDEEP. 5 monitors that belong to BCC are deployed. A digital thermometer and a scope have been received from CTDEEP and are CTDEEP property.

Meghan Lally created a cell phone reporting system to use in the field. P. Van Dine stated that this system meets the needs for CTDEEP monitors but not for the BCC monitors. P. Van Dine is working on a new field sheet for BCC reporting.

R. Parlee shared a map of the Northeast showing locations of stream temperature monitoring.

P. Van Dine asked for volunteers to join him in swapping out and/or putting monitors in place. A. Bicknell and R. Parlee will get back to P. Van Dine with availability. This is weather dependent.

R. Parlee suggested using a magnet to try and retrieve the hobo at Baker Brook and the tidbit in the vernal pool. P. Van Dine noted that the scope received from CTDEEP may be helpful in the vernal pool.

### **5.5 Cooperation Between Towns**

Page 26 of the 2015 Bolton POCD was shared online. P. Van Dine feels that the BCC should get together with the Inlands Wetlands Commission and the Planning and Zoning Commission to go over the assigned tasks. They should be looked at before a new POCD is done in 2025.

Discussion of the tasks will be added to upcoming BCC meeting agendas.

R. Parlee noted that he and P. Van Dine initiated the Bolton Lakes Water Conservation Alliance. A watershed management plan has been completed.

R. Parlee suggested drafting a letter to the Inland Wetlands Commission to ask what steps they are taking to protect wetlands and watercourses.

P. Van Dine feels that every member of the BCC should participate in discussing the POCD. R. Parlee asked the BCC members to review the document and be ready to comment at the June meeting.

R. Parlee feels that educating lakefront property owners on how to best manage their properties is important.

### **5.6 Results of Earth Day Celebration**

R. Parlee shared a collage of pictures taken on Earth Day. The celebration included a fairy house building contest, a wildflower walk and a tree planting. There were four fairy house builders, two children and two adults. Earth Day T-Shirts were presented to the Freja Park Trail Improvement Subcommittee members and Special Guest, Horticulturist Leslie Alexander.

## **6.0 New Business**

### **6.1 FBL, BLWCA, SRWP and CACIWC Reports**

FBL: P. Van Dine reported that the watershed management plan is in the hands of the CTDEEP awaiting approval. No forums have been planned as of yet.

BLWCA: R. Parlee noted that a meeting will be held on May 11, 2022. The Tolland Conservation Commission is waiting to hear from a Boy Scout master to see if they are interested in installing an osprey nesting platform. R. Parlee received an Email from a new hire at the CTDEEP. She will be responsible for osprey nest monitoring. The location of the platforms will be important. R. Parlee saw an osprey on Friday with a fish in its talons on Notch Pond.

R. Parlee talked to Jim Rupert about flagged stakes and pins around Freja Park. This could be a biking hazard. This is part of the work of a hydrological study that is being initiated by the CTDEEP.

SRWP: Awaiting a report from M. Rivers

CACIWC: An in-person annual meeting is being planned for November 2022.

### **6.2 Kids to Parks Day on May 21, 2022 at Herrick**

B. Cataldo or M. Rivers may be joining R. Parlee at this event which includes a Tree ID hike into the park.

The usual starting time for this event is 10:00 a.m.

### **6.3 Trails Day 2022 on June 4<sup>th</sup> on Nathan Hale Greenway**

This will be held from 10:00 a.m. to 12:15 p.m. with Matt Largess as a special guest. R. Parlee and A. Bicknell will be leading the hike. Rain date is June 8, 2022, at 1:00 p.m.

### **6.4 Proposed Photo Release Form for BCC Events**

Releases are necessary to publicly post any photos taken at BCC events. B. Cataldo is working on a draft of a release form that will be sent to J. Rupert for his approval.

### **6.5 Trails Committee**

This is an ad hoc committee run by the Board of Selectmen. Jim Rupert encouraged R. Parlee to attend at any time. Future discussions will include the Nathan Hale Greenway and increasing the parking area at the end of Cook Drive.

### **7.0 Correspondence**

Email from Town Administrator, Jim Rupert dated April 28, 2022, to Jill Collins, Rod Parlee. Peter Van Dine and Jen Matos

Email response to all from Jill Collins dated April 28, 2022

Link to Trails Day event <https://trailsday.org/events/nathan-hale-greenway-walk/>

Email from Brenda Cataldo to past Photo Contest participants

Photo of closed bridge on Shenipsit Trail taken January, 2022

List of 2022 Photo Contest Prizes

### **8.0 Approval of Clerk's Invoice**

B. Cataldo made a motion to accept the clerk's invoice as presented. J. Laughman seconded. The motion passed unanimously 5:0:0.

### **9.0 Adjournment**

A. Bicknell made a motion to adjourn the meeting at 8:54 pm. B. Cataldo seconded. The motion passed unanimously 5:0:0.

The next regular meeting is scheduled for June 6, 2022 at 7:00 p.m.

Respectfully submitted by Leslie Brand,

*Leslie J. Brand*

Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.

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### **Financial Action items**

One person should be designated to take responsibility for each purchase

- 1) The responsibility of the Commission is to Appropriate. That is:
  - a) Determine what to buy.
  - b) Determine, with the advice of the Treasurer, to determine the account to be used.
  - c) Determine the Amount Not to Exceed with reasonable allowance for price changes, shipping, or other unknown costs.
  - d) Determine the responsible member (Purchaser) to make the purchase.
- 2) The responsibility of the Treasurer and the Purchaser is to complete the purchase.
  - a) Complete a Purchase Order if necessary.
  - b) Obtain an Invoice or Bill of Sale.
  - c) Certify receipt of the purchase.
  - d) Submit a Request to Pay.