

**BOLTON CONSERVATION COMMISSION**  
**Regular Meeting**  
**Thursday, September 4, 2025, at 7:00 p.m.**  
**Zoom Meeting Only**

**Members Present via Zoom:** Chair Rod Parlee, Alan Bicknell, Brenda Cataldo

**Members Absent:** Matt Rivers, Alternate Peter Van Dine

**1.0 Call Meeting to Order – Roll Call**

Chairman R. Parlee called the meeting to order at 7:04 p.m.

**2.0 Minutes Review of August 4, 2025, Regular Meeting**

The following corrections were made to the minutes:

- A. Bicknell requested that the word “damage” be changed to “activity” in the last sentence of the first paragraph under Item No. 5.2 to read “A. Bicknell noted that he observed signs of beaver *activity* in the area.”
- R. Parlee requested that the word “will” be changed to “may” under Item 5.4 to read: “R. Parlee stated that Mr. Gruner *may* conduct an analysis once the inventory is complete.”

B. Cataldo MOVED to APPROVE the August 4, 2025 Meeting Minutes as amended. A. Bicknell SECONDED. MOTION CARRIED 3:0.

**3.0 Public Comment**

There was no Public Comment.

**4.0 Financial Report:** New FY Budget Results, CACIWC Co-membership, BLT Membership, Freja Brochures  
R. Parlee shared the budget spreadsheet highlighting each line item and noted a 36% increase in funding for the Commission. He also noted that the Board Clerk received payment from the past two meetings and requested a transfer of funds from Payroll to Official Administrative Services for the payment.

A. Bicknell MOVED to transfer \$200.00 from Payroll to Official Administrative Services to cover the payment for the Board Clerk for the July and August Bolton Conservation Commission meetings. B. Cataldo SECONDED. MOTION CARRIED 3:0.

R. Parlee explained that the Commission is sharing a membership with the Bolton Wetlands Commission for CACIWC and requested that \$75.00 be appropriated for the Commission’s share of the payment.

B. Cataldo MOVED to appropriate \$75.00 from the Dues and Fees account to pay for the CACIWC membership. A. Bicknell SECONDED. MOTION CARRIED 3:0.

R. Parlee requested an appropriation of \$25.00 to pay for the annual Bolton Land Trust membership.

A Bicknell MOVED to appropriate \$25.00 from the Dues and Fees account to pay for the annual Bolton Land Trust membership. B. Cataldo SECONDED.

Discussion: B. Cataldo asked why the Commission is required to pay for a membership with the Bolton Land Trust and why the membership is not complimentary. R. Parlee noted that, even as a founding

member, the Commission pays the membership fee. A. Bicknell added that the fees support their cause and go toward their Open Space Fund.

MOTION CARRIED 3:0.

R. Parlee reported that the Freja Park brochures are very popular and run out quickly. B. Cataldo asked if there was a chance they were being discarded. R. Parlee stated that it is unlikely since individuals sign a logbook at the kiosk when taking materials. He suggested appropriating funding from Professional Services to order more brochures and noted that the cost has increased from \$85.00 to \$97.85.

A Bicknell MOVED to appropriate \$97.85 to order 150 Freja Park brochures from Hedges & Hedges from Other Professional Services. B. Cataldo SECONDED. MOTION CARRIED 3:0.

B. Cataldo will order the brochures, and R. Parlee will submit the invoice and paperwork.

## **5.0 New Business**

### **5.1 25<sup>th</sup> Annual Photo Contest Flyer – 25-year Milestone**

R. Parlee reminded members that they agreed to kick off the 25<sup>th</sup> Annual Photo Contest. A. Bicknell will work on creating a flyer, and B. Cataldo will send a copy of last year's flyer to him for reference. The Commission agreed to award \$100.00 gift cards as first-place prizes this year. B. Cataldo will solicit a donation from Georgina's Restaurant and W.H. Preuss & Sons when she speaks with them about placing an advertisement.

### **5.2 2026 Calendar Publishing Schedule and Monthly Photos**

B. Cataldo stated that she is only able to use eight photos from this year's contest due to the poor image quality when enlarging the other photos. She is also including snowy weather photos from last year since none were submitted this year.

B. Cataldo noted that she will begin contacting reliable businesses for calendar advertisements and expects the calendar to be ready by mid-November. R. Parlee suggested selling calendars at the Cropley's Garden Photo Shoot and the CACIWC Annual meeting on November 15<sup>th</sup>.

The Commission agreed to only list meeting dates for the Bolton Lakes Watershed Conservation Alliance, Inland Wetlands Commission, and other conservation-related groups and provide references to the website for other Town meeting schedules.

B. Cataldo will post the calendar photos on her website for the Commission to review, and R. Parlee will keep the item on next month's agenda for progress updates.

### **5.3 Results of Freja Park Workparty (Plan Another) & swap Temperature Monitors**

R. Parlee reported that four volunteers attended and placed water bars. He added that the temperature monitor was located at the beaver dam and was subsequently delivered to Peter Van Dine. R. Parlee suggested planning another workparty to place additional water bars. The Commission tentatively scheduled the event for Friday, September 26, 2025 at 3:30 p.m. R. Parlee also mentioned that M. Rivers checked the stream temperature monitor at the Bolton Pond Brook and reported that the water is continuously flowing and the markers are in place.

### **5.4 10<sup>th</sup> Annual Peak Foliage Hike on 10/18**

The hike will take place at the Box Mt Oak Grove Forest area from Freja Park at 1:00 p.m. on October 18, 2025. R. Parlee will work on creating a flyer for the event.

#### **5.5 CT DEEP Volunteer Water Quality Monitoring Program and 22<sup>nd</sup> Annual RBV on 10/25**

R. Parlee shared RBV highlights from Melissa Czarnowski, the new Riffle Bioassessment by Volunteers (RBV) Coordinator as well as a link to the new RBV Site Submission form. He stated that he will confirm the reservation at Herrick Park on October 25<sup>th</sup> for the Annual RBV.

R. Parlee stated that the Commission needs to appoint a full-time member to the Commission who can help with entering water quality monitoring data and asked members to submit recommendations. The members also discussed swapping the temperature monitors at the same time as the RBV; however, B. Cataldo pointed out that the water would need to be flowing.

#### **5.6 Potential Solar Project in Manchester on Lake Street**

R. Parlee shared a notification he received from the Land Use Department regarding a proposed 6.3-acre solar project at 83 and 91 Lake Street in Manchester. B. Cataldo voiced concerns about the nearby residential area. R. Parlee agreed and noted that he has been asked to advocate for residents in the area. He stated that the project could create noise pollution during the energy conversion process, and he will research the issue further before addressing resident's concerns. R. Parlee will also track the progress of the project and provide updates to the Commission.

A. Bicknell noted that the numbering of the Agenda needs to be corrected since Item 5.5 is listed twice. R. Parlee thanked him for the correction and noted that he will send future agendas to him for review before distribution to the Commission.

#### **5.7 Building Permit – 74 Cider Mill Rd (reference Aquifer and Stream mapping)**

R. Parlee shared concerns about a new home that was built at 74 Cider Mill Road near a potential stream. He noted that CTECO maps appear to show that a stream runs under the driveway. He reported the information to the Wetlands Agent and she indicated that she was unaware of the development, although it is within her jurisdiction and she should have been notified. He suggested that the permit may have been extended during the pandemic but emphasized the need to prevent such oversights.

R. Parlee reported that housing is being considered at the old Manchester drive-in and the Cider Mill Village and shared concerns that both properties are located within the aquifer and may require septic tanks.

### **6.0 Continuing Business**

#### **6.1 Beaver Solutions LLC Free Assessment**

R. Parlee shared correspondence from Mike Callahan of Beaver Solutions agreeing to provide a free assessment of the beaver dams. He added that Dave Buckley from CT DEEP State Parks has approved the assessment and is interested in the report, but noted that he does not want to be involved. R. Parlee shared Jim Adams' and Sylvia Ounpuu's appreciation of the Commission's attention to the matter and noted that Jim will be present during the assessment.

R. Parlee will work on scheduling a date and will aim to schedule for a Friday so that A. Bicknell can attend. He also suggested sharing the results with the Board of Selectmen and the State of Connecticut and encouraged Commission members to review the Beaver Dam booklet he sent them.

#### **6.2 Ongoing Natural Resource Inventory**

R. Parlee stated that the inventory is ongoing and will be tabled for the time being. He recommended that members read the article pertaining to the Natural Resource Inventory in the CACIWC summer newsletter prior to the next meeting and to review the Inlands Wetlands Commission and Planning and Zoning Commission meeting minutes. R. Parlee will provide members with the most recent Plan of Conservation and Zoning.

### **6.3 Composting in Bolton**

R. Parlee shared photos of his Earth Machine composting system and compost results. He stated that his garden was very abundant this year as a result of using the compost. R. Parlee noted that he consulted a few members of the BLWCA to determine if their towns, Coventry and Tolland, would be interested in sharing an order of composters to sell to the public.

R. Parlee asked A. Bicknell to coordinate a composting workshop at the library during a weeknight in November or December and noted that he will contact Brendan Daniel from American Waste (USA Recycles) to participate in the presentation.

R. Parlee mentioned that the Town of Tolland apparently uses proceeds from the NIPS funds to support their Conservation Commission for trail building and other conservation projects.

### **6.4 Recycling at Common Gathering Venue**

R. Parlee shared statute language regarding the requirement of recycling containers at large gatherings and will forward the information to Town Administrator Jim Rupert, who is also the Recycling Coordinator.

### **6.5 Workstation and Flash Drive Update**

R. Parlee noted that he currently has the flash drive and will deliver it to P. Van Dine. He added that B. Cataldo has uploaded years of photos, calendars, and other information to the drive.

### **6.6 Be Bear Aware Brochure**

B. Cataldo reported that did not design the brochure yet and noted her preference for using the State's brochure since they have already constructed the appropriate information and wording. A. Bicknell agreed and noted that the brochure is very comprehensive. R. Parlee disagreed and noted that the State's brochure lacks some of the common-sense tips, such as removing feeders and trash when there are bear sightings, and other guidelines that he would like to include. He suggested using the Town of Simsbury's brochure as a better example and also shared the wetlands brochure A. Barroso created to highlight an example of a comprehensive brochure. B. Cataldo agreed and noted that she will focus on best practices and guidelines for deterring bears.

### **6.7 Unsafe Entrance to Bolton Notch State Park Lot**

R. Parlee shared correspondence he sent to Town Administrator Jim Rupert regarding the status of the proposed 200-lot paved parking area and the existing hazardous hairpin curve entrance off Interstate I-384 to Bolton Notch State Park. J. Rupert replied that traffic safety is not under the Bolton Conservation Commission's purview. He also advised R. Parlee that if he intends to contact lawmakers for a resolution, he should do so in an individual capacity, not on behalf of the Town. All three individuals attending the meeting stated they would consider meeting with a lawmaker in their individual capacity. R. Parlee noted his disagreement as part of the Commission's purpose states in CGS 7-131 a(b) that they must conduct research on the utilization and possible utilization of land areas, and this proposed parking lot is in a State Park they help manage. R. Parlee spoke with Dave Buckley of CT DEEP State Parks and learned that DEEP

and DOT will be meeting to discuss the issue further. Community Director of Development Patrice Carson has also been discussing the matter with CRCOG.

A. Bicknell suggested responding to J. Rupert with a brief statement thanking him for the information, reiterating the concerns, ensuring that no disrespect was intended, and applauding any efforts to rectify the issue.

A. Bicknell mentioned that an accident recently occurred near the entrance between three vehicles in the left-hand lane that could have posed a serious danger had anyone been trying to enter the park.

## **7.0 Reports: Bike Walk Bolton, FBL, BLWCA, SRWP, CACIWC**

**BWB:** R. Parlee stated that Bike Walk Bolton is still planning to provide a presentation to the Planning and Zoning Commission at a future meeting. He also reported that the Board of Selectmen recently approved the engineering design costs of \$7,000.00 to install a 3-way stop at the intersection of Vernon and Quarry Roads.

**FBL:** R. Parlee shared a flyer and noted that FBL will be hosting a picnic at Indian Notch Park with music, games, contests, and prizes. He also noted that the group is investigating whether eel grass or *Najas guadalupensis* is growing at the bottom of Bolton Lake.

**BLWCA:** R. Parlee recently participated in a kayak event with the BLWCA where they went to the Atlantic White Cedar on UBL. UCONN Professor Beth Lawrence was also in attendance, and she and her students collected various samples to study. The BLWCA has also been working on the vision and mission statement and will be meeting again next month to continue.

**SRWP:** R. Parlee noted that M. Rivers sent the SRWP report to Commission members.

**CACIWC:** R. Parlee noted that there has been no progress yet on the Riparian Corridor working group and no members have been appointed yet.

**8.0 Correspondence:** Budget Update, DEEP Water Quality Monitoring Program, Beaver Solutions. Ongoing NRI, Composting Outreach, Recycling, Unsafe Access BNSP, [CACIWC Summer 2025 Issue](#), New Draft Wetlands Brochure, etc.

## **9.0 Adjournment** - Next Meeting is a Hybrid Meeting on Monday, October 6, 2025 at Town Hall

A. Bicknell MOVED TO ADJOURN the meeting at 9:22 p.m. B. Cataldo SECONDED. MOTION CARRIED 3:0.

Respectfully submitted by Kacie Cannon

*Kacie Cannon*

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

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