

**BOLTON CONSERVATION COMMISSION**  
**REGULAR MEETING**  
**Monday, January 05, 2026, at 7:00 p.m.**  
**Hybrid Meeting – Town Hall & Zoom**

**Members Present via Zoom:** Chair Rod Parlee, Alan Bicknell, Matt Rivers

**Members Absent:** Brenda Cataldo, Peter VanDine

**Members of the Public:** Chris Vandenburg

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

Chairman R. Parlee called the meeting to order at 7:03 p.m.

**2.0 Minutes Review of December 01, 2026, Regular Meeting**

A. Bicknell **MOVED to APPROVE** December 01, 2025, Meeting Minutes as revised. M. Rivers **SECONDED**.

- Page 3 – Agenda Item 5.5: substitute the word “the” with “that”.
- Page 3 – Agenda Item 6.3: Correct the word “trail” plural to “trails”.

**MOTION CARRIED 3:0:0**

**3.0 Public Comment:**

- Manchester Conservation Commission – Expressed interest in collaboration but was not present.
- Chris Vandenburg – Interested in becoming a member of the BCC. A recent graduate from the University of Connecticut (UConn) with a master’s degree in business data analytics. He stated he enjoys biking and hiking.

**4.0 Financial Report:**

**4.1 Calendar Sales Update**

The financial status of the Conservation Commission's calendar sales is reviewed, showing positive results.

- The commission purchased 150 calendars for \$1,580 and has deposited \$2,230 from ads and sales.
- There is one outstanding advertising fee, and follow-ups are planned.
- More calendars are planned to be re-stocked/dropped off at local area businesses and town facilities.

**4.2 Review FY-26-27 Budget Request**

R. Parlee gave a high-level overview of the budget process which starts July 01, 2026, and recommended keeping FY 26-27 BCC Budget unchanged from the previous fiscal year for a total of \$3,140.00 and allocated:

- Payroll: \$1,450
- Training: \$425
- Professional services: \$900
- General supplies: \$230
- Dues/fees: \$135

**Bolton Land Trust Membership Dues**

- R. Parlee stated that the BCC received a thank you card from Bolton Land Trust to renew their membership status, cost of \$25.

M. Rivers **MOVED to APPROVE** the Bolton Conservation Commission FY 26-27 Budget as proposed.

A. Bicknell **SECONDED. MOTION CARRIED 3:0:0**

<b>Yea</b>	Parlee, Bicknell, Rivers
<b>Nay</b>	0
<b>Abstain</b>	0

#### 4.3 Finance Report

##### Tax Exempt Status

- BCC is in process of applying for tax exempt status with Munson's Chocolates.

##### Reimbursement

- \$44.21 reimbursed from the appropriated \$50 from last month. The reimbursement was for the purchase of chocolate from Munson's Chocolates, for the Recycling Challenge Event held last month.

#### 5.0 New Business:

##### **5.1 Calendar Publishing Sales Status**

R. Parlee stated that the BCC has purchased approximately 150 calendars for a total cost of \$1,580 and made approximately \$2,230 from ads and sales. He further stated that additional calendars could be printed/purchased if needed.

##### Potential Idea: Local Area Business Coupons

R. Parlee stated that he has received feedback from local area businesses that like the idea of having coupons in the calendar advertising their business. R. Parlee mentioned that having received input from BCC members from last month's meeting that adding this advertising feature may complicate the existing layout of the calendar and potentially be more costly. He further stated that considerable thought and mindfulness should be given as to how much additional work this proposed idea may generate BCC members who lead this activity. Perhaps the coupons could reside on the back page of the calendar.

##### **5.2 BCC Annual Report for FY 24-25**

R. Parlee read the report highlights such as BCC's commitment which includes but is not limited to conservation and monitoring efforts, hosting community events, and the success of the [annual photo contest](#) and calendar, improved park access, and trail connectivity.

Bolton Conservation Commission. Town of Bolton, January 05, 2026,  
**Bolton Conservation Commission FY 2024-2025 Annual Report.**

- A. Bicknell **MOVED to ACCEPT** the Bolton Conservation Commission FY 2024-2025 Annual Report as submitted. M. Rivers **SECONDED. MOTION CARRIED 3:0:0**

**BCC Annual Report QR Code**



<b>Yea</b>	Parlee, Bicknell, Rivers
<b>Nay</b>	0
<b>Abstain</b>	0

### 5.3 Results of BLT Walk of Thanksgiving at Freja Park

M. Rivers commented that the event had a good turnout due to good weather. Approximately 35 people participated. He stated that the presentation had good talking points and Bolton Land Trust (BLT) has effective communication, advertising practices, and would like to have a conversation with them about their public outreach techniques.

R. Parlee shared with the Commission his talking points from the event which included but are not limited to a historical overview of the property, and the copious amounts of cleanup efforts from decades of illegal dumping.

R. Parlee stated that he may be interested in purchasing a Bluetooth microphone and speaker for future BCC public events. He shared with the Commission the QR code for the 2024-2025 FY Annual Report, and Freja Park brochure.

R. Parlee reported that he is in conversation with Mary Terhune, President, Bolton Land Trust (BLT) regarding the possibility of having a combined group walk in the future. Details pending.

**Freja Park Brochure QR Code**



### 5.4 Establish Data Collection and Transfer Subcommittee

The BCC discussed the following regarding forming a new subcommittee:

#### The Purpose

- To centralize, archive, and share environmental data (e.g., stream & temperature data).
- Have a repository of previous photo contest entries.

#### Goals

- Facilitate data sharing with state agencies (e.g., CT DEEP) and improve scientific analysis.
- The subcommittee would aim to organize and transfer important environmental data for better accessibility and utilization.

#### Centralize Existing Data & Organize Datasets and Types

- The subcommittee will determine what data needs to be transferred and where it should go, focusing on efficiency and organization.
- Existing Tools: One-terabyte flash drives, MS Office OneDrive cloud storage, town email system.
- The discussion emphasizes the importance of data in supporting conservation efforts and decision-making.
- R. Parlee stated that Bolton is the only town in the state that has stream and temperature monitoring data of local area streams and vernal pools.

### **Data Collection and Transfer Subcommittee**

- Peter VanDine's data needs to be uploaded to the DEEP portal, which is crucial for record-keeping and research.
- A small group will be formed to avoid quorum issues, allowing for more flexible meetings without the need for minutes.

M. Rivers **MOVED to ESTABLISH** a Data Collection and Transfer Subcommittee.

A. Bicknell **SECONDED; MOTION CARRIED; 3:0:0**

<b>Yea</b>	Parlee, Bicknell, Rivers
<b>Nay</b>	0
<b>Abstain</b>	0

### **6.0 Continuing Business:**

#### **6.1 Vernal Pools Day & Earth Day (Composting) Programs at Library**

##### **Vernal Pools Day Program**

Scheduled for Saturday, March 28, 2026. The event will be like last year. The BCC has invited Edward Pawlak, Wetland Scientist, to present on the topic of vernal pools.

Last year's event had approximately 30 people in attendance and participated in a Vernal Pool Sunset Serenade.

##### **Earth Day (Composting) Program**

Scheduled for Tuesday, April 7, 2026, 6-8 PM, at the Bolton Public Library. R. Parlee stated he will present the educational fundamentals of backyard composting.

##### **North Central Conservation District (NCCD)**

R. Parlee stated that he has been in communication with NCCD about a potential collaborative effort to educate and sell composting barrels, Earth Machine, throughout the district. Pending logistical issues hindered the initiative but opportunity may be available next year with additional planning efforts.

##### **Blue Earth Compost**

R. Parlee made mention of the company [Blue Earth Compost](#), Southington, CT, that picks up organic matter from businesses and residences within a geographical service area. He further stated that this type of composting is not as effective and energy efficient in rural areas that can backyard compost.

#### **6.2 Winter Trails Day Hike on January 10, 2026**

Scheduled for Saturday, January 10, 2026, at the Heritage Farm with a focus on the diversity of notable hickory trees and their ecological significance. This community event will engage participants in tree identification and measurement and planned to promote local tree conservation and education of preserving native tree species and their habitats.

- Heavy rain will cancel the event.
- Guided hike and talk given by Marty Aligata of CT Notable Trees.
- [CT's Notable Trees](#) website

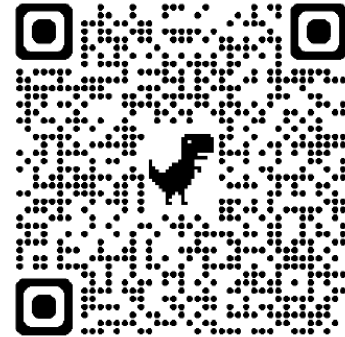
- [Facebook Page: CT Notable Trees](#)

### 6.3 Annual Photo Contest – 25 Year Milestone, New Flyer & Prizes

The 25th Annual Photo Contest flyer is revamped to encourage more community participation and engagement.

- Local businesses are being approached for sponsorship, with two (2) \$100 gift cards already pledged from Cropley's Garden Center.
- The BCC needs to find two more businesses to donate \$100 gift cards.
- The contest will also feature prizes such as trees and shrubs for winners, promoting environmental stewardship.
- R. Parlee stated that tree saplings and seedlings will be purchased from the NCCD as 2nd and 3rd place prizes.

Photo Contest QR Code



### 6.4 Beaver Solutions LLC Free Assessment

R. Parlee stated that the Town and BCC have received an estimate in the amount of \$3K to provide beaver mitigation services at Bolton Notch State Park. The beavers have built a dam over the existing dam and installed stream temperature monitoring device.

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

**BWB:** No official report.

- R. Parlee stated he attended the BWB Tunnel Lighting Ceremony at Bolton Notch State Park, and discussed the importance of complete streets, walkability, and connectivity to local area businesses such as Georgina's Restaurant.
- R. Parlee stated that there are datasets demonstrating that there are bike commuters using the Hop River Trail and East Coast Greenway through Bolton.

A. Bicknell **MOVED to request** Town Administrator James Rupert to contact the CT Department of Transportation (CT DOT) Regional District to remove of, and prevent litter from entering Bolton Notch Pond originating from interstate I-384 under the East Coast Greenway Multi-use Trail by way of a stream.

M. Rivers **SECONDED; MOTION CARRIED; 3:0:0**

<b>Yea</b>	Parlee, Bicknell, Rivers
<b>Nay</b>	0
<b>Abstain</b>	0

**FBL:** None.

**BLWCA:** None.

**SRWP:**

- M. Rivers reported that 2024-2025 Accomplishment Reports are coming soon.

- SRWP is working with the National Park Service (NPS) to establish the Salmon River corridor with a Wild and Scenic Designation status.
- Reconnaissance studies may be underway by SRWP to help out NPS.

**Hebron:**

99 acres of the Cardillo property is being acquired for open space.

Acquired the O'Connor property and has a stream temperature monitoring device installed.

**Columbia:**

Trust for Public Lands (TPL) meeting held regarding their work for national park status for Mono Pond.

**CACIWC:**

- R. Parlee mentioned the latest Habitat newsletter has been published.
- The CT state legislature established a Riparian Area Working Group. Debate still exists around whom may have final authority to regulate this area – Inland/Wetlands Commission or Planning and Zoning Commissions.

**8.0 Correspondence Packet:**

- R. Parlee stated the Tulip Tree Trail of Bolton Notch was mentioned in the Valley Falls Park Fall 2025 newsletter.

Town of Vernon, Parks & Recreation. Valley Falls Park, Fall 2025, **History Corner – The Tulip Trees at Valley Falls Park and How They Got There.**

**9.0 Adjournment** - Next Meeting is on **Monday, February 02, 2026, at 7 PM.**

M Rivers MOVED TO ADJOURN the meeting at 8:56 p.m. A. Bicknell SECONDED.

MOTION CARRIED 3:0:0.

Respectfully submitted by Andrea Vassallo, Acting Recording Clerk

*Andrea Vassallo*

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

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