

**Heritage Farm Commission
Regular Meeting
February 2, 2026 at 7pm
Municipal Building Room A and Via Zoom
MINUTES**

Members Present In-Person: Chairman Arlene Fiano, Treasurer Cara Wraight, Rhea Klein, Kevin Drake, Leslie Shea (arrived at 7:06pm)

Members Absent: Paula Lynn, Ann Maulucci, Bonnie Massey

Staff Present In-Person: Building and Grounds Supervisor John Butrymovich

Staff Present Via Zoom: Board Clerk Rebekah Lyon

1. Call To Order: A. Fiano called the meeting to order at 7:01pm

2. Approval of Minutes: December 2, 2025:

A. Fiano appointed K. Drake for P. Lynn. R. Klein MOVED to ADD the approval of the November 3, 2025 meeting minutes to the agenda. C. Wraight SECONDED. Motion passed, unanimous. K. Drake MOVED to APPROVE the meeting minutes from November 3, 2025 with the correction of “plague” to “plaque”. R. Klein SECONDED. Motion passed, unanimous. C. Wraight MOVED to APPROVE the December 2, 2025 meeting minutes as written. R. Klein SECONDED. Motion passed, unanimous. L. Shea joined the meeting in person at 7:06pm.

3. Residents’ Forum: No residents present.

4. Correspondence

- a. Cross Country Running Series Dates:** A. Fiano received the dates for the Cross Country Running Series, June 24th through July 29th. Discussion around a porta potty for the event – no definitive plans in place yet.
- b. Check from BCC Festival of Trees:** A \$500 check was received from Bolton Congregational Church. The check was provided to town staff and the receipt to C. Wraight. A thank you was sent out.
- c.** Pam Sawyer requested the Heritage Farm Commission’s assistance to publicize a 250th event on May 19th at 6:30pm at the High School Commons Room. The event will include an in-costume presentation and Q&A. The National Park service has shifted the branding slogan from “America 250” to “Freedom 250” and the HFC will follow suite with naming conventions for upcoming events.

5. Unfinished Business

- a. **Farm Maintenance Report:** J. Butrymovich reports that some plowing has happened this month.
- b. **BHF Accounts Report:** C. Wriaght reports that the Rosie Fund has a current balance of \$8,032 and some cents; BHF fund has the \$500 from BCC and a \$300 donation from a Manchester resident provided as an end of year gift.
- c. **Outstanding Projects**
 - 1. **LOTCHIP Follow Up Heritage Farm Trail Design:** No update. Work is planned to start this summer.
 - 2. **NPS Wayfinding Signage:** No update.
 - 3. **Update on the Library Display Case:** There is a meeting at the library on February 9th, time to be confirmed, to review the display case. The town has asked that the display case be moveable. The majority of the grant will be used for the curation of the story. HFC members plan to talk with the State Archeologist to seek approval from the State of CT to release the Rich Rose Artifacts for display. Discussion of a seasonal story board for rotation.

6. Business Plan Update/BOS Presentation

Every couple of years HFC puts together a business plan to provide updated information to BOS. The plan is on the Heritage Farm website. A. Fiano recommended setting up a workshop for HFC to review the business plan and begin updates. Proposed plan is to target a completion date in quarter three, providing the plan to J. Rupert and then presenting to BOS. First workshop planned for February 8th at 10am to review the business plan.

Discussion of the recreation grant. It was allocated to the Town Green for regrading to reduce flooding and associated cancellation of town events. The decision was made at a selectman meeting. Recommended at one meeting and then voted on at the following meeting. Needed to be spent by July, so the decision had to be made quickly. HFC can be more prepared with ideas and cost estimates for future grant opportunities.

Discussion of concern regarding the community septic system update. At the project's approval the farm was not included. A. Fiano reports being assured by J. Rupert that the farm's projected use has been included in the system's capacity. A. Fiano expressed concern that the farm use is not included in the written plan. Discussion regarding highlighting the need for septic system inclusion in the business plan for presentation to the BOS.

7. 250th Freedom Celebration

- a. **Living History Weekend**

HFC needs to start the planning process for the 250th Freedom Celebration. A. Fiano will suggest a morning meeting series to administrative staff. The current plan is to host the event on September 26th and 27th. A. Fiano asked commission members to reflect on the most successful elements of previous events for inspiration. Discussion of a in-ground dug oven demonstration, engaging the community, improved signage, and publicizing the event.

8. New Business

a. Other

K. Drake reports that HFC cannot reserve or make payment on booth for Sleigh Bells of Freedom 2026 until May 1st, but the spot has been guaranteed. K. Drake reports donation of ribbons, greens, and wreaths. Discussion of a wreath making class as a fundraiser.

L. Shea reports that the conservation commission nature walk on the farm was well done and very informative.

9. Adjournment: K. Drake MOVED to ADJOURN at 8:24, R. Klein SECONDED.

Respectfully submitted by Rebekah Lyon

Rebekah Lyon

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