

**Town of North Stonington, CT**  
**HEWITT FARM COMMITTEE**

**REGULAR MEETING MINUTES**

**Monday, May 7, 2012 at 3:00 p.m**  
**New Town Hall Conference Room**

The meeting of the Hewitt Farm Committee was called to order by Nita Kincaid at 3:04 p.m. in the New Town Hall Conference Room with members Ellie Banker, Jack Brown, Dick (Coop) Cooper, Ed Harasimowitz and Nita Kincaid present.

1) Approve 04/23/12 Regular Meeting Minutes

Ellie motioned and Jack seconded to approve the 04/23/12 Regular Meeting Minutes. The motion carried.

2) Review draft leases for Hewitt Farm rental properties

Ed stated that he had reviewed the rental leases that the Mystic Seaport had previously used with the Hewitt Farm tenants who live in the 1750 House and the cabin. He noted that these expired leases were well written. He now has a template based on them which he will modify with a few changes that he would suggest based on his own experience as a landlord.

Nita stated that the 1750 Farm House is of architectural and historical value, and any modifications to it by tenants must be carefully monitored. She further noted that the Green near the house is open to the public and that the lease should be used to shape tenant expectations with regard to privacy.

The committee also agreed that the leases should address tenant maintenance responsibilities.

The following steps were proposed for developing, approving, and implementing the leases:

- a) Hewitt Farm Committee will finalize draft leases.
- b) A letter to the current residents will be drafted to explain that an inspection visit will be made and noting that they will be receiving new leases to replace those that have expired.
- c) The draft leases and letters will be reviewed with First Selectman Mullane. Based on his input these documents may also go to the Town Attorney and the BOS for their review.

- d) Once the inspection visits have been completed, the leases will be finalized and submitted to the tenants for signature.

The initial draft leases will be drawn up by Ed for review and will be discussed at the next Regular Meeting.

### 3) Determine next steps for "Friends of Hewitt Farm."

Coop will compile a list of names of those individuals who have in the past shown an interest in Hewitt Farm or voiced a willingness to help out on work projects at the farm. He will also draft a letter to be sent to these people asking them if we can call upon them whenever such a need arises.

### 4) Progress on Ryder Road Entrance Sign and area

Nita reported that she had submitted the design of the entrance sign to Fossil Industries along with a \$589 deposit. Fossil is expected to return a sample illustrating how our design will look on the actual sign.

Coop will install a mockup at the sign's proposed location for review by the committee during its inspection of the property.

### 5) Member updates on projects

Nita will create a quarterly document that reports the balance of money in the Hewitt Farm bank account and any income and/or expenses over each three-month period. She stated that there is currently \$2,224.33 in the account.

The group discussed the report that it had received from Mystic Air Quality Consultants, Inc. regarding Mystic Air's survey of Greene Gables. Committee members agreed the report did not include certain information that is important such as an estimated cost for removing the materials, who could remove them and where the materials would have to be taken.

The committee will attend Mystic Air's presentation of its findings to the Board of Selectmen whenever it is made. Ellie will report to the Historical Society's Board of Trustees that Mystic Air's report has been received but committee members would prefer not to comment on it until such time as they have a more in-depth understanding of its contents.

Both Tom Kane and Karin Leiper have begun physical work on their Scout projects. Tom has received sufficient funds and Coop will post a sign at the site thanking those who purchased placards and contributed materials.

Ellie and Eddie continue to work on the proposed music event. Many ideas are still being "floated."

Weather permitting, a workshop is scheduled for Monday, May 14, 2012 at the farm to inspect the site of the new entrance sign and other locations on the farm needing attention.

6) Public comments and questions

There were no members of the public in attendance.

7) Priorities for the May 21, 2012 Agenda

- a) Review draft Hewitt Farm Tenant Leases
- b) Plans for organizing Friends of Hewitt Farm
- c) Progress on installation of Ryder Road Entrance Sign
- d) Discussion of Historical Society's 5/10/2012 letter re: Greene Gables
- e) Update on scout projects (Karin Leiper, Tom Kane and Grant Leiper)
- f) Preparation for meeting with Mystic Air Quality Consultants, Inc.
- g) Preparation for committee inspection of Hewitt Farm

The meeting adjourned at 4:35 p.m.

Respectfully Submitted, Richard B. Cooper