

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

**REGULAR MEETING MINUTES**

**Monday, August 5, 2013 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 3:00 p.m. in the New Town Hall Conference Room with members Ellie Banker, Jack Brown, Dick (Coop) Cooper, Cindy Faucher, and Nita Kincaid present. First Selectman Mullane approached the group and asked if he could use the room. The committee adjourned to the second floor Meeting Room of the Old Town Hall, posted a sign on the front door of the New Town Hall to that effect, and reconvened the meeting in the Old Town Hall.

1) Approve 07/22/2013 Meeting Minutes

Cindy motioned and Ellie seconded to approve the 7/22/2013 Meeting Minutes. The motion carried. Coop abstained because he was not present at the meeting.

2) Discuss Hewitt Farm Committee Input for the North Stonington Quarterly Publication & for the Rec Newsletter

Nita distributed a sheet titled "Overview of North Stonington Quarterly." It describes the background, purpose, summary, "What we are asking for," "A few questions to get you started," and "Important dates and contact info" for a project initiated by Informed Citizens of North Stonington (ICONS). Nita explained that the group's proposed quarterly publication offered an opportunity to share information about Hewitt Farm and upcoming plans or activities.

The group agreed that Nita could compose a draft contribution to the first issue that would introduce Hewitt Farm to residents and describe the types of events they might conduct there. Committee members will take until the next meeting to think what might be included in this write-up and will discuss it again at that meeting.

Recognizing that the committee's contribution to the Recreation Commission's quarterly publication *North Stonington Today* is almost due, the committee asked Coop to compose and submit that write-up. He agreed.

3) Review Hewitt Farm Work Description

Nita distributed a copy of the "Volunteer Work Item" form designed by Ed H. to describe in detail specific work projects that could be performed by volunteer help. In their discussion of the need for this form, committee members referenced information contained in the "Hewitt Farm Work Plan" (2/27/2012) and the list of "Suggestions for Work Projects at Hewitt Farm" (9/12/2012). Jack suggested one change to the form, which was the addition, a "Title" line and the group agreed that would be beneficial.

The group discussed overlap among the documents. It was proposed that instead of a "list" of suggested work projects, each project could be described on the separate "work item" sheet and put into a loose-leaf binder for review by potential volunteer workers. This issue will be discussed further at the next meeting when Ed H. is present.

The group agreed that the 2/27/2012 version of the work plan needs changes, as it is very lengthy and some parts of it are vague. It will be discussed at a future meeting when Ed H. is present.

4) Review List of Volunteers and Friends

Nita distributed a copy of the "Friends of Hewitt Farm List" dated 6/23/2012. The group agreed the list is sorely in need of an update and columns "A," "B" and "C" need to be revised to make them more meaningful.

5) Public comments and questions

- No members of the public were present.

6) Priorities for August 19, 2013 agenda

- To be determined by the Co-chairs

The meeting adjourned at 4:50 p.m.

Respectfully submitted, Richard B. Cooper