

Town of North Stonington, CT
HEWITT FARM COMMITTEE

REGULAR MEETING MINUTES

Monday, January 6, 2014 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 3:08 p.m. in the New Town Hall Conference Room with members Ellie Banker, Jack Brown, Dick (Coop) Cooper, Cindy Faucher and Nita Kincaid present.

1) Approve 12/16/2013 Meeting Minutes

Coop motioned and Cindy seconded to approve the 12/16/2013 Meeting Minutes. The motion carried.

2) Planning for Permanent Trail Signs

Coop distributed a package of documents to committee members that included **(a)** a map of Hewitt Farm showing the locations of existing temporary trail and information signs, **(b)** a set of drawings of proposed signs that could replace all of them, **(c)** a set of drawings of the permanent replacement signs proposed for initial purchase, **(d)** a worksheet showing the price comparison between the two vendors proposed for this initial purchase, and **(e)** a specification sheet describing the design requirements for the new signs.

Coop reviewed the package with committee members and described the communications he had had with the vendors. He then showed the sample signs that he had received from each of the vendors and the group engaged in a discussion of what features of the signs they considered most appropriate.

The group concluded its discussion by agreeing to make the initial sign purchase from Danforth Signs and Carving of Vancouver, WA. Coop will ask Mr. Danforth to manufacture one sign to the specifications agreed-upon and send it to the committee for final approval before placing the full order.

The group agreed to pay Wood Product Signs' invoice for shipping their sample. Nita will submit their invoice to the town's bookkeeper for processing and Coop will tell them it's coming.

3) Harvest Festival preparations

Nita has sought out potential conflicts to the suggested dates for the *2014 Harvest Festival*. She reported that she had uncovered no conflicts for September 20th and 27th, and suggested that the 27th might be the best choice. She will next check with officers of the Garden Club to see if they have preference. The rain date would be the following day, Sunday.

The committee believes it will be able to solicit the involvement of many town organizations such as the Wheeler Library, PTO, Lions Club, Fire Department, etc.

4) Rental Property Leases

Nita reported that the tenants of the 1750 Farm House have returned their signed lease to the Selectmen's Office, and the tenant of the cabin intends to do so this week.

5) Hayfield Agreement

The annual "Attachment" to the Hayfield Agreement has been submitted to Lewis and Daniels for their signatures and return to the First Selectman's office. This "Attachment A" to the 2013 agreement describes the work to be performed by Lewis and Daniels during 2014. Nita distributed a copy to the committee for review.

6) Community Garden Agreement

Nita will update the Community Garden Agreement for 2014 and obtain the First Selectman's signature. She reported that the Association is financially sound and currently making plans for improvements to the appearance of the garden and its operation in 2014.

7) Hewitt Dam

The Board of Selectmen has not yet issued the Request for Quote (RFQ) for the reconstruction of Hewitt Dam. The First Selectman is working with the Board of Finance to determine financing it and other town projects. Also, a study is being done to evaluate the possibility of breaching Hewitt Dam instead of reconstructing it.

8) Letter from John Bradshaw

Nita reported on the Project/Event application she had received from John Bradshaw requesting permission to harvest Maple sap on Hewitt Farm, as he had done the last two springs. The group agreed that he could do so and asked if he would consider holding another "teaching" session similar to last year.

9) Expenditures

Nita reported on the expenditures from Hewitt Farm's Town Budget Line Item to date. She will investigate one expense that the group does not recognize. Nita also reported on the balance in the "Concentration Account" which is money available for Hewitt Farm that has come from donations, not from municipal funds.

10) Year End Report and 2014 Goals

Nita asked the group for items to be emphasized in the *2013 Annual Report* and in the 2014 goals, such as those discussed during the December 16, 2013 meeting and listed in those Minutes. The group provided several additional items for Nita to include.

11) Public comments and questions

- None

12) Priorities for January 27, 2014 agenda

- To be determined by the co-chairs

The meeting adjourned at 4:50 p.m.

Respectfully submitted, Richard B. Cooper