

1 **WALLINGFORD CONSERVATION COMMISSION**

2 **REGULAR MEETING**

3 Thursday, December 13, 2012

4 Town Hall Basement Conference Room

5 45 South Main Street

6 Wallingford, CT

7 **MINUTES**

8
9 **PRESENT:** Chairman Jeffrey Borne; Vice-Chair Mary Heffernon; Commissioners Dianne
10 Saunders; Dianne Lendler; Tom Pietras; Carl Arsenault; Ken Ryan; Jim Pyskaty; John Lathrop;
11 Erin O'Hare, Environmental and Natural Resources Planner.

12 Chairman Borne called the meeting to order at 7:04 p.m.

13 **1. APPROVAL OF MINUTES**

14 **A. Minutes, November 8, 2012**

15 On page 3, line 19, Commissioner Saunders said the word should be "illegal" not "unsafe."

16 On page 4, line 14, Commissioner Saunders said the word should be "resume" not "starting."

17 On page 2, line 11, Vice-Chair Heffernon said the sentence should read "signage at Red Trail
18 convergence."

19 On page 2, line 25, Commissioner Ryan said the word should be "plexiglass" not "glass;" line 28
20 should read "kiosk" not "kiosks;" page 3, lines 10-13 are repetitive, one of the paragraphs
21 should be deleted; page 4, line 20 should read "Thursday" not "Thursdays."

22 **MOTION: A motion by Vice-Chair Heffernon second by Commissioner Lathrop to**
23 **accept the Meeting Minutes of November 8, 2012 as amended. The motion passed**
24 **unanimously.**

25 Chairman Borne took the agenda in the following order:

26 **4. FARMLAND LEASE PROPERTIES PROGRAM**

27 **A. Farmland Lease Committee – report**

28 Commissioner Saunders presented the Farmland Lease Committee report. She said the
29 Committee met once recently with Ms. O'Hare since the last report, and once with Sal Amadeo,
30 Director, Purchasing, and Ms. O'Hare and went over bid information. Commissioner Saunders
31 discussed needing an extension of the lease on Field 18 A because the lease term

1 ends December 31st. She said the proposed two-envelope bid scoring categories were reviewed
2 by Mr. Amadeo. She said there will be a questionnaire in the bid packet which is in the rough
3 draft stage now. Commissioner Saunders said Ms. O'Hare had questions on the maps and the
4 Committee will be meeting with Ms. O'Hare to discuss these questions as soon as possible.

5 Commissioner Saunders said Ms. O'Hare had suggested that the maintenance protocols be
6 listed separately for each field under "Comments." Commissioner Saunders said the Committee
7 suggested revising the Key-to-Comments by category and that the Lease Map should show the
8 entire lease area and designate the crop areas, including the access, as part of the lease area.
9 The FLC also recommended that all fields except for 7A and 18A be bid using a two-envelope
10 system using the following rating for qualifications: for the simple hay fields, the FLC
11 recommended using 50 % weight for qualification as follows: 30 points for stewardship and
12 experience, 15 points for capacity for work, and 5 points for type of crop (tiebreaker). There
13 would be 50% weight for rent bid as well. Bidders could be interviewed as well. The FLC
14 estimates the bid review process could take up to two weeks.

15 The FLC said on Fields 7A and Field 18A, a good steward will be needed and recommended an
16 RFP (Request for Proposal) process be utilized using 75% weight for qualification and
17 25% weight for bid price as follows: 50 points for experience and stewardship; 20 for capacity of
18 work; and five points for type of crop. If there is an RFP, the Town Council must be notified
19 and it has 30 days to respond.

20 Commissioner Saunders said Ms. O'Hare had sent a memorandum to the FLC regarding
21 inquiries regarding use of Field 18A which was sent back to Ms. O'Hare approximately one
22 month ago recommending among other things, that Field 18A not be split into three leases, but
23 keeping it as one lease.

24 Ms. O'Hare said she met with Mayor Dickinson today regarding the leases that will expire on
25 December 31. The Commission discussed the possibility of obtaining a bid waiver for Field 18A.

26 Commissioner Ryan suggested leases be revised to include language such as: the case of a
27 fixed expiration date, there could be a continuation of the lease on the same terms and
28 conditions on a month-to-month basis until the lease is terminated by either party upon a 30
29 day notice.

30 Commissioner Pietras submitted fertilizer recommendations for Fields 13A and 14A. He said the
31 Water Division requested notification stating the type of fertilizer to be applied, but said the
32 Water Division preferred a slow-release fertilizer. Commissioner Pietras said he went to Field 7A
33 on Monday and said the field is vegetating nicely and is stabilizing from the wetland seed mix
34 that had been applied by Commissioners a few years ago. He suggested putting logs in the
35 streams to make between three and six log check dams. Commissioner Saunders indicated the
36 Stewards of Tyler Mill could do this work. Ms. O'Hare will meet with the FLC to discuss Field 5A
37 and the questionnaire.

38 **MOTION: A motion by Vice-Chair Heffernon second by Commissioner Lathrop**
39 **authorizing Ms. O'Hare to prepare a bid waiver request to the Town Council working**
40 **with the FLC on Field 18A. The Chairman will approve the final draft for submittal as**
41 **soon as possible. The motion passed unanimously.**

1 **2. PROPERTY MANAGEMENT**

2 **A. Tyler Mill Preserve**

3 1. DEP Recreational Trails Grant Program

4 a. Additional contract work (Part A & Part B) – report, Trails Committee

5 Ms. O'Hare said the State has granted a one-year extension for grant work completion to
6 February 4, 2014 regarding the Trails Improvement Program. Ms. O'Hare said that Don Roe,
7 Program Planner, directed her to not let up on the pace of work. *The Engineering Dept. is*
8 *supposed to do a drawing of the main parking lot and she will pursue the work.*

9 b. Parking lots, entranceways, and kiosks –status

10 Ms. O'Hare said the pink spray marks were applied by Public Works where the kiosks will be
11 installed soon by the contractor. She said two of the kiosks have been completed but the
12 refurbished kiosk is not completed. She was instructed to install the kiosks without the signage
13 for the time being. She said the kiosk at Vietnam Veterans Memorial Park will be installed a foot
14 from the guardrail due to competing uses for the grassy area there. Ms. O'Hare said the cost of
15 the two metal signs on Lilac Trail would be \$150 with an additional cost for two and a half
16 hours of installation. She said the metal signs on the post went up today and Vice-Chair
17 Heffernon reviewed them in the field. Ms. O'Hare passed around photos of the drainage
18 improvements to the Red Trail which was approved for payment at the last meeting.

19 **MOTION: A motion by Commissioner Lathrop second by Vice-Chair Heffernon to**
20 **approve payment for recent trail work. The motion passed unanimously.**

21 Ms. O'Hare passed around a drawing of the proposed big name sign on Tyler Mill Road and
22 Northford Road. She said there were two choices: the traditional style that is in place at the
23 Community Pool and Harrison Park with the sculpted lines and the second choice would be
24 signs without lines with carved or flat letters. Ms. O'Hare said she has to get three quotes. The
25 Commissioners suggested the sign not be installed until the parking lot improvements are
26 finished.

27 Ms. O'Hare said the openings on the kiosks are not the same size as on the damaged kiosk
28 made a few years ago. The latter needs a Plexiglas door and a quote to refurbish will be
29 obtained. Ms. O'Hare said the opening on the old kiosk is approximately 52 in. by 32 in. into it.
30 She said on the two new kiosks, the opening is 60 in. by 28 in., so a smaller sign is need to fit
31 the space. It was agreed the map will be installed next to the sign on the kiosk front for the two
32 new kiosks. The Commissioners requested Tyler Mill map revisions which will include: a light
33 chartreuse color to indicate the fields on the maps, the title correction, and to keep the
34 Preserve area white, and to make the title block much smaller.

35 **B. Fresh Meadow Swamp At Cheshire Road**

36 1. Improvements- status

37 Ms. O'Hare said Public Works Director Henry McCully submitted a quote today for the two
38 proposed Americans with Disability Act (ADA) trails and indicated Public Works would be willing
39 to install the two trails. Ms. O'Hare said the roughly 1,500 ft. trail which runs alongside Cheshire
40 Road at 10-foot wide would cost \$25,000 for materials alone; at six-foot wide, the cost would

1 be \$12,000. She said the trail would run from the former Cuneo property to the erratic boulder
2 and to the proposed parking area. Ms. O'Hare said this quote does not include the small parking
3 lot. Ms. O'Hare said the stone dust path from the corner of the current parking lot to the Ice
4 Pond to the fishing area; (approximately 200 ft. long at 4 ft. wide and 4 inches deep) would
5 cost \$500 for the stone dust. *Ms. O'Hare will ascertain preferred and required widths for ADA*
6 *use.*

7 **C. Invasive Species Eradication**

8 1. Long-term invasive species management program – D. Saunders.

9 Commissioner Saunders said the Stewards of Tyler Mill will resume work on Sunday on the site
10 at the bridgewhere invasive plants were eradicated. They are working on a planting plan which
11 involves removing the invasives and saving the good plants. She spoke about researching the
12 whortleberries which are part of the blueberry family. She said a training work party is planned.

13 **D. Volunteer Work Program** – report, K. Ryan

14 1. Eagle Scout project

15 Commissioner Ryan passed around photos showing the completed buck-style fence project by
16 the Eagle Scout candidate. He said the Eagle Scout used all local natural materials gathered
17 from the forest floor. Commissioner Ryan said the fence was pegged using red core cedar and
18 the old plastic fence was removed. He said the Eagle Scout agreed to put up a fence
19 commemorating the project and will submitting the paperwork for Town Council final approval.

20 *Vice-Chair Heffernon will draft a letter on official Conservation Commission stationery thanking*
21 *the Eagle Scout for his work. The letter will be sent to Chairman Borne for approval.*

22 Commissioner Pietras left the meeting at this time.

23 **3.PUBLIC OUTREACH**

24 **A. Environmental Literacy Initiative** – report, M. Heffernon

25 Vice-Chair Heffernon said the programs are completed for the season. She said the three
26 programs since the last meeting were well-received: the "Explore the Winter Sky" program was
27 attended by approximately 62 people; the movie "Winged Migration" was shown; and children
28 made bird feeders. Vice-Chair Heffernon said the wreath making program was a success. She
29 said the Nature Corner in the Library is still on-going.

30 **4.FARMLAND LEASE PROPERTIES PROGRAM**

31 **C. Field 7D** – ravine issue

32 Commissioner Saunders said Public Works installed berms with logs to keep the ATV's out.

33 **5. OPEN SPACE PLAN UPDATE** – revisions

34 **A. Revisions: "Vision Statement", "Purpose" , & "Open Space Defined."** – No Updates.

35 **6. CORRESPONDENCE/REPORTS**

1 **A. CACIWC – Environmental Conference, Meriden, Nov. 17** – report, T. Pietras –
2 Tabled to Next Meeting.

3 **B. Dog Park Proposal – Park & Rec.** (tentative)

4 Vice-Chair Heffernon said the Dog Park proposal is moving ahead.

5 **C-1. Bamboo**

6 Ms. O'Hare said she is on the e-mail list from the CT Bamboo Co-ordinator who reported people
7 are pouring gasoline on the bamboo which is getting into waterways and that bamboo invasions
8 are lowering property values. Commissioner Saunders said another bamboo location in
9 Wallingford was spotted on Liney Hall Lane along the river. She said the Compost Center in
10 Town should have instructions on how to deal with invasives as they are processed into
11 compost for use by homeowners, etc., and this spreads invasives.

12 **C-2. Sleeping Giant Letter**

13 Ms. O'Hare said she received a letter from the Sleeping Giant Environmental Stewardship
14 Committee regarding an invasive plant concern on Mansion Road near Sleeping Giant State Park
15 and said the Committee would help in removal of the invasive plants. *Chairman Borne*
16 *authorized Ms. O'Hare to respond to the letter and to notify Public Works accordingly.*

17 **C-3. Group Facilitation**

18 Responding to input from Commissioner Lendler, Chairman Borne opened a discussion on the
19 possibility of the Commission using a facilitator to improve group dynamics. Ms. O'Hare reported
20 on a conversation she had with an outfit called Community Mediation in this regard. The
21 Commission agreed to table the topic until the January meeting.

22

23 **D.CFPA meeting re: abating ATV use and erosion on Natural Scenic Trail, Dec. 18,**
24 **CFPA, Middletown.**

25 Ms. O'Hare said Chairman Borne and Vice-Chair Heffernon will attend the meeting.

26 Commissioner Ryan said he received a letter from students at Quinnipiac University regarding
27 the "Big Event" which is scheduled to take place on Saturday, April 6. He said 10 students
28 would be volunteering. Commissioner Saunders suggested the students work on constructing a
29 boardwalk on the proposed Gold Trail with the Stewards of Tyler Mill assisting. Vice-Chair
30 Heffernon indicated the Trails Committee would consider this as an option.

31

32 **7. NEXT MEETING – January 10, 2013**

33 **8. ADJOURNMENT**

1 **MOTION: A motion by Commissioner Ryan second by Commissioner Lathrop to**
2 **adjourn the meeting at 10:08 p.m. The motion passed unanimously.**

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4 Respectfully submitted,

5 Cynthia A. Kleist

6 Recording Secretary

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