

1 **DRAFT DOCUMENT-SUBJECT TO APPROVAL**

2 WALLINGFORD CONSERVATION COMMISSION

3 REGULAR MEETING

4 Thursday, August 8, 2013

5 7 p.m.

6 Town Hall, Basement Conference Room

7 45 South Main Street

8 Wallingford, Connecticut

9 **MINUTES**

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

13 **NOT PRESENT:** Commissioners John Lathrop; Dianne Lendler; Jim Pyskaty.

14 Chairman Borne called the meeting to order at 7:05 p.m.

15 **1. APPROVAL OF MINUTES**

16 **A. Minutes, July 11, 2013**

17 On page 1, line 25, Commissioner Saunders stated: "her" Committee should be changed
18 to "the" Committee; also "proposed" should be changed to "believes there should be an
19 exception."

20 On page 3, line 25 second sentence, "Commissioner Saunders stated: "law will include
21 bamboo in wetland areas" should be changed to "law may be proposed prohibiting
22 bamboo in wetland areas."

1 On page 5, top paragraph, Commissioner Saunders expressed concern about this
2 section of the minutes. She said it states on line 4, "Ms. O'Hare has not received this
3 season's monitoring reports." Commissioner Saunders said she clearly refuted this at
4 the June meeting stating it was too early to do the monitoring reports before the hay is
5 cut and would be doing them soon and it is not like we are behind in submitting the
6 monitoring reports

7 Vice-Chair Heffernon said it didn't sound like that at all. Commissioner Saunders said
8 she takes issue with this and noted these monitoring reports weren't due at this time.
9 Commissioner Saunders said we do not make decisions, we bring in the monitoring
10 forms. Chairman Borne suggested leaving off, "and they do not make decisions, and
11 just saying, "the Farmland Lease Committee monitors, they take their monitoring form,
12 fill it out, and bring it to Ms. O'Hare."

13 Commissioner Saunders said she likes the part that says "and they do not make
14 decisions" so this was left in the minutes. Commissioner Saunders said she wanted to
15 make it clear that decisions are not made in the field. She said this could be a Union
16 issue because it looks as if we are doing something that Ms. O'Hare as a paid employee
17 is supposed to be doing. Ms. O'Hare disagreed. Vice-Chair Heffernon said as she
18 recalled the discussion at last month's meeting, Ms. O'Hare felt she was "out of the
19 loop" and she was feeling that she, (Ms. O'Hare), was not informed.

1 Commissioner Saunders said if we are going to include something this negative in the
2 Minutes, put in the entire conversation or leave it out. She said she would go further if
3 it continues. Vice-Chair Heffernon said it is a matter of perception and did not think it
4 was negative. Chairman Borne said the point is to make sure Ms. O'Hare is informed
5 when conversations with farmers take place.

6 On page 6, line 4, Commissioner Saunders noted it should read "Maasdam rope puller
7 training" not chainsaw training.

8 **MOTION: A motion by Vice-Chair Heffernon second by Commissioner Ryan to**
9 **approve the July 11, 2013 Meeting Minutes as amended. The motion passed**
10 **unanimously.**

11 **2. PROPERTY MANAGEMENT**

12 **A. Tyler Mill Preserve**

13 1. DEP Recreational Trails Grant Program – parking lots, entranceways, and
14 kiosks.

15 Ms. O'Hare said the trail maps were laminated and installed in the two kiosks. She said
16 the third kiosk on Maltby Lane has not been completed because the Public Works crew
17 has to co-ordinate with the contractor to jackhammer through the asphalt so the kiosk
18 can be installed. Ms. O'Hare said she spoke with Don Roe, Program Planner, regarding
19 dissatisfaction with how the kiosk plexiglass door operates. The Commission suggested
20 the contractor provide a post to keep the door open when in use, installation of

1 stronger hasps, and to plane down the tight door on the Vietnam Veterans Park kiosk.
2 Ms. O'Hare said she preferred stronger hasps be installed. *Ms. O'Hare will check*
3 *specifications and will review suggested adjustments with the contractor.*

4 Ms. O'Hare said the Parking Lot Subcommittee Meeting will take place this Friday at 4
5 p.m. She said that she will accompany Rob Baltramaitis, Assistant Town Engineer, to
6 look at the parking lot at Friday 9:30 a.m.

7 Ms. O'Hare also spoke about possibly creating a new parking lot across the street from
8 the existing one to take overflow parking. Chairman Borne asked if stone or fencing,
9 (utility poles) could be put around the parking area to define it. Ms. O'Hare said a
10 wooden guardrail was decided upon for the parking areas and for the horse trailer area.
11 the horse trail. The areas controlled by the Water Division would have boulders installed
12 instead of guardrails. Chairman Borne said it was important to define the parking areas
13 so people know where to park.

14 2. Proposed footbridges – IWWC application

15 Ms. O'Hare said the application for three new footbridges was submitted and will be
16 taken up at the September 4 Inland Wetlands and Watercourses Commission meeting.
17 Commissioner Saunders said the footbridge plan suggested by Commissioner Arsenault
18 to run the treads length wise, was reconsidered because the planks would have to be
19 thicker. She said the cost would be over \$1,000. She said after talking to carpenters
20 and hikers, the original plan was preferred because it would be better suited for the

1 bike tires. She said the Stewards walked the trail with a representative from the CT
2 Botanical Society. She said a plant inventory indicated no rare plants in this vicinity. The
3 list will be typed up.

4 3. Forest edge Habitat Project

5 Commissioner Saunders said three possible locations in the central area in the vicinity of
6 the river were visited. She said a draft letter to Peter Piccone of DEEP will be needed.
7 The Commission authorized a letter to be sent to Mr. Piccone. *Ms. O'Hare will write the*
8 *letter to Mr. Piccone towards the creation of the forest edge habitat.*

9 **B. FRESH MEADOWS**

10 1. Improvements (FY 13-14)

11 Ms. O'Hare said the contractor, TruGreen, did not perform all of the work which was to
12 be done. The contractor was unavailable for the last month due to illness, but will
13 inspect the work and will follow through accordingly.

14 2. Improvements (FY 13-14) – bid opening, Part B, August 2; award

15 Ms. O'Hare said this bid, which was supposed to be opened on July 26, was delayed a
16 week to August 2.. She said a Ranking Committee, consisting of Assistant Town
17 Engineer Rob Baltramaitis; Don Roe, Program Planner, and Ms. O'Hare, ranked the five
18 bids submitted. A question of the qualifications of one of the bidders and the language

1 of the bid was discussed. She said the bid should be awarded on Friday to Lenard
2 Engineering.

3 3. Old Gate Road property – dumping

4 Ms. O'Hare said she received a call from the Tennessee Gas Company regarding the
5 dumping of miscellaneous landscaping materials. She said she wrote Public Works
6 Director Henry McCully to remove the dumped materials. Commissioner Saunders said
7 she had gone to the site and noticed it was clean.

8 *Ms. O'Hare will write a memo to Henry McCully Public Works Director directing him to*
9 *put a telephone pole on the ground at the Old Gate Road property next to the existing*
10 *gate.*

11 **C. Ferguson Woods – trailwork**

12 Vice-Chair Heffernon said eight trees were cleared from the trail. She suggested that
13 "No Motorized Vehicle" signs be installed. *Ms. O'Hare will ask Public Works Director*
14 *Henry McCully or the Police Department, to install the signs at the Ferguson Woods*
15 *name sign and also off North Branford Road by the concrete blocks.*

16 **D. Invasive Species Eradication**

17 1. Long-term invasive species management program – update, D. Saunders
18 Comissioner Saunders submitted a report dated 8/8/13.

1 She did not believe all of the knotweed was treated in the designated areas. She said
2 the knotweed at Northford Road entrance, at the Tyler Mill Road parking area was
3 treated, but it appears that some areas of the infestation may have been missed and it
4 also appeared the islands may not have been treated. Commissioner Saunders said the
5 Trees of Heaven had re-sprouted. *Ms. O'Hare will check these areas.*

6 Regarding bamboo, Commissioner Saunders reported that Karyn Rickel has documented
7 600 incursions of running bamboo in Connecticut, most significantly, approximately 15
8 acres in Greenwich and 54 incursions of a few other bamboo species.

9 Commissioner Pietras left the meeting at 8:10 p.m.

10 Commissioner Saunders spoke about the Town's contractors putting bittersweet into the
11 Town Compost Center. She suggested Ms. O'Hare put out a memo to appropriate Town
12 Departments advising them on how to deal with invasives. *Ms. O'Hare will follow up.*

13 2. Tyler Mill Preserve Main Entranceway – Taken up above.

14 3. Trees of Heaven – Taken up above.

15 4. Purple Loosestrife –update, M. Heffernon

16 Vice-Chair Heffernon reported there has been no visible progress in terms of less
17 loosestrife in targeted areas.

18 **E. Volunteer Work Program** – report, K. Ryan

1 Vice-Chair Heffernon spoke about the award ceremony on Sunday, August 4, for the
2 Eagle Scout, John Serrotti, who constructed the fence around the vernal pool.
3 Commissioner Saunders also attended.

4 **3. FARMLAND LEASE PROPERTIES PROGRAM**

5 **A. Farmland Lease Cycle – 2013-2017**

6 1. Meeting regarding phosphorous/fertilizer/manure applications, Aug. 5.

7 Commissioner Saunders noted this agenda item should be changed to “Farmland Lease
8 Cycle – 2014-2018 because the year 2013 is past. She reported that a conclusion was
9 reached at the August 5 meeting to not allow manure spreading on the fields that are
10 draining into the reservoirs and the Aquifer Protection Districts. She distributed a draft
11 proposed amendment to the bid document, dated 8/8/13, with language for the
12 remaining fields regarding boiler plate restrictions on manure spreading and on
13 application of nutrients other than manure for the Commission’s consideration. As
14 proposed therein, the results of a required annual soil test would be submitted to the
15 Environmental Planner by each December 31st. The best time to conduct soil testing is
16 October or November at least six weeks after any lime, fertilizer or manure had been
17 applied. The proposal also required an “Input Log” be submitted by the lesee at the end
18 of each season.

1 Ms. O'Hare said Mayor Dickinson, at the meeting on August 5, took an interest in
2 certain wording to be put in bid document which is to read - "annual soil tests is
3 required on all fields if manure is to be applied with test results to be submitted to the
4 Environmental Planner before manure is spread at the same time each year – (later it
5 was advised to be she said in October or November)". Ms. O'Hare said the use of
6 compost was also discussed at the meeting. Ms. O'Hare suggested the proposed "Input
7 Log" be removed. She said the Mayor wanted the proposed lease bid document sent to
8 the Purchasing Department by September 15.

9 2. Draft proposed bid – status

10 Commissioner Saunders expressed concern over eight items she feels are unfinished,
11 including Fields 5A and 7A. Commissioner Saunders said the Committee will present its
12 written proposals on Fields 5A and 7A directly to the Commission if Ms. O'Hare does not
13 have time to meet with the Committee beforehand. She said the Commission can vote
14 on the proposal. Ms. O'Hare recommended the bid for the 25 hayfields go out without
15 Fields 5A & 7A. Ms. O'Hare said the maps for proposed Field 5A and 7A need to be
16 done. Commissioner Saunders said if the new map cannot be completed, the old map
17 can be used. She proposed the Commission consider having a chart which she had
18 completed previously, with a key, it could be typed with a narrative for all the fields
19 which would shorten the document. Ms. O'Hare said the size of the report could be
20 reduced report by shrinking the font size, making the margins bigger and not skipping

1 lines. Commissioner Saunders said the bidders do not want to read a large document
2 and that is why the chart is important.

3 *Chairman Borne requested that Ms. O'Hare send a copy of the chart to him along with*
4 *the referenced narrative. Ms. O'Hare requested and Commissioner Saunders agreed*
5 *that Commissioner Saunders will provide the chart and narrative to Chairman Borne.*

6 Chairman Borne indicated the bid document must be revised to include the recent
7 provisions regarding manure.

8 Chairman Borne set a meeting on Monday, August 12 at 7 p.m. in Town Hall (room to
9 be announced), to review the latest draft bid document.

10 Ms. O'Hare indicated she would be unable to attend due to vacation and that the
11 language regarding provisions for manure spreading as submitted tonight by
12 Commissioner Saunders will need to be reviewed by staff.

13 The Commission agreed to request the Purchasing Dept. to insert a provision in the bid
14 that all questions are to be submitted to the Purchasing Dept. within one week's time so
15 that they may be responded to collectively to save time, rather than individually which
16 holds up the process, as suggested by Commissioner Saunders.

17 Commissioner Saunders asked for clarification regarding the Purchasing Department's
18 position on subcontracting as an exception. *Ms. O'Hare will follow up.*

19 **B. Farmland Committee – report**

1 Commissioner Saunders submitted the FLP Committee report, dated 8.8.13. She said
2 there have been trespass issues on Field 18A. She said Committee members will be
3 working on mid-season monitoring reports. Regarding the trespass issue, the
4 Committee recommended the Dept. of Public Works install a log barrier along the open
5 edge of the field, on Tamarac Swamp Road where the downed tree was previously
6 shredded and removed.

7 *Ms. O'Hare will forward said memo.*

8 **C. Field 2A & 2B – mowing by road**

9 Commissioner Saunders in the FLC report said that the mowing of roadside edges of
10 fields is critical and should be done annually. She said Public Works does not have time,
11 and is inconsistent in this regard. She said the farmers should be allowed to do this
12 mowing under the leases because people can no longer see much of fields 5A, 7A, 2A
13 and 2C and these are primary scenic vistas in the Town's open space.

14 Ms. O'Hare responded that Town Right-Of Ways cannot be leased and alternatively, the
15 Public Works Dept. could be appraised of priority roads for mowing.

16 **D. Mowing quote – Not taken up**

17 **4. PUBLIC OUTREACH**

18 **A. Forest edge habitat, D. Saunders - Taken up above**

1 Chairman Borne spoke about an item not on the agenda – reporters focusing on Tyler
2 Mill Preserve. He suggested forwarding all reporter questions to Ms. O'Hare. The
3 Commission agreed with Commissioner Ryan that there should be one main
4 spokesperson for the Commission, one point of contact. Vice-Chair Heffernon said it
5 was good the reporters are interested in historical data and open space.

6 Chairman Borne requested Commissioners direct any inquiries from the press to staff as
7 the point of contact. The matter is in response to a recent inquiry regarding the
8 archeology survey of Tyler Mill Preserve. Ms. O'Hare read excerpts from her
9 memorandum to Janis Small, Corporation Counsel, regarding FOI concerns pertaining to
10 sensitive materials. Chairman Borne requested Ms. O'Hare contact the State Historical
11 Commission regarding the concern. *Ms. O'Hare will do so.*

12

13 **5. ROLES & RESPONSIBILITIES**

14 **A. Farmland Committee - Tabled**

15 **6. OPEN SPACE PLAN UPDATE - revisions**

16 **A. Revisions :** "Vision Statement", "Purpose", & "Open Space Defined" – Tabled

17 **7. CORRESPONDENCE/REPORTS**

1 **A. Quinnipiac River Watershed Action Plan** - meeting, July 23, report, M.
2 Heffernon.

3 Vice-Chair Heffernon reported on a meeting she attended on progress the QRWA
4 (Quinnipiac River Watershed Association) is making regarding updating their action
5 plan.

6 **B. CFPA News & Notes, Summer 2013**

7 Document was passed around.

8 Commissioner Ryan spoke about the CFPA's, (Connecticut Forest and Park
9 Association's) new interactive website.

10 Chairman Borne spoke about the new CT College Arboretum Bulletin, "Traprock Ridges
11 of Connecticut" which will be circulated. *Ms. O'Hare will make a sign-out sheet*
12 *requesting the material be returned.*

13 Commissioner Saunders submitted the Stewards of Tyler Mill report for July.

14 **8. NEXT MEETING – September 12, 2013**

15 **9. ADJOURNMENT**

16 **MOTION: A motion by Vice-Chair Heffernon second by Commissioner Ryan to**
17 **adjourn the meeting at 9:38 p.m. The motion passed unanimously.**

18 Respectfully submitted,

1 Cynthia A. Kleist

2 Recording Secretary

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