

*Admney JS 2016 11:45 AM*  
*John Edgman*

**SOUTH WINDSOR AGRICULTURE, ARTS & NATURE CENTER COMMITTEE**

**TOWN OF SOUTH WINDSOR**

**Minutes**

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**January 13, 2016**

**South Windsor Town Hall – Madden Room**

**1. Call Meeting to Order**

The meeting was called to order at 5:37 p.m.

**2. Roll Call**

Members Present: Pat Botteron, Open Space Task Force  
John Caldwell, Park & Recreation Department  
Stephanie Dexter, Planning & Zoning Commission  
Mary Etter, Director of S. W. Public Library  
Ray Favreau, Director of Parks & Recreation  
Michele Lipe, Director of Planning  
Virginia Macro, Historic District Commission  
Andrew Paterna, South Windsor Food Alliance  
Councilor Jan Snyder, Town Council

Members Absent: Mayor Tom Delnicki, Town Council  
Jeff Folger, Senior Environmental Planner  
Katie Graham, Park & Recreation Commission  
Sandy Jeski, SWALPAC  
John Mitchell, Economic Development Commission  
Councilor Liz Pendleton, Town Council  
Tim Shepard, South Windsor Land Trust  
Betty Warren, IWA/CC

Others Present: Sara Nelson, Nelson, Edwards Company Architects LLC  
Thomas Elmore  
Elaine Van S. Carmichael  
Laura Boyer, NEC Architect

**5. Discussion items with Nelson, Edwards Company Architects LLC**

Ms. Laura Boyer from Nelson, Edwards Company Architects came before the Committee and explained that the plan is to begin with the feasibility study, as shown in **Exhibit A**, which is Phase I and will include background documentation to develop drawings and sketches, economic opportunity analysis, visiting the site to do field observation work which has included the review of the architectural envelopes of the buildings, the structural review and the landscape review. At the

**(Discussion Continued on Next Page)**

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#### ITEM:

##### 5. Discussion items *(Continued)*

mid point review meeting the findings of the site will be presented. Phase II, as shown in **Exhibit A**, will be a conceptual development plan which will involve the landscape plan and programming.

Ms. Carmichael explained to the Committee that it is important to get a better understanding of how the project is envisioned and how the Committee will be involved.

Mr. Elmore stated that there is limited site lines in and out of the property because of the buildings. He then presented a list of plants that have been identified on the site, as shown in attached **Exhibit B**, but felt that a majority of the plants on site are unique and the remainder of plants that have not been identified should be. Mr. Elmore also felt that after the plants have been identified, the area in the front of the house should be cleared in order to open the site lines up to evoke interest in the property.

Ms. Boyer stated that the structural field work on the main house has been completed and even though the house looks rough, overall it is not in bad shape. There has been concern regarding the sway back of the ridge at the back L and what was found is that it actually is a consequence of the original construction. To rectify this situation the roof and the sheathing should be taken off, fix the rafters and put steel or timber ties across it and put the roof back on. If that work can not be done in a reasonably short period, it can temporarily fix the roof so it does not collapse. The brick in the foundation needs to be rebuilt. The actual foundation walls are in reasonably good condition but there are members that need some additional supports. There is some insect damage which will need to be looked at. The roof framing in the main part of the house is in good condition. This structure is neither the highest quality or the lowest quality when it was built. Another item that was observed was that the grade outside of the front wall is raised and there is moisture at the sill so there is some sill rot there. Within two years the roof should be supported or fixed. Other repairs should be done within one to five years. The windows on the whole are in good shape but some will need glazing replaced and some windows will need to be replaced. There is insulation under the vinyl siding

**(Discussion Continued on Next Page)**

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#### ITEM:

##### 5. Discussion items *(Continued)*

so there is a chance that there is no other insulation inside the home. There is nice brownstone in the original foundation and at the front and side steps.

Ms. Nelson stated that there are two important aspects to this project which are the budget setting and the goals for this project. The Committee's help will need to be used for these items. As structural repairs are being discussed, the future use of the building has the impact on what will need to be done to this building. If the house is changed from residential use to another use the strength of the floors will need to be changed. Ms. Lipe questioned if the house could have a hybrid use with the first floor being used for the public and the second floor used as residential? Ms. Nelson stated that could be done.

Ms. Carmichael questioned the different uses the Committee would like to see happen on this property. Committee members suggested different uses that they would like to see happen at this property as shown below:

- Resident Farmer
- CSA
- Programming
- Use of the silo
- Barn structure for educational source
- Farmers Market
- Community Gardens
- Trail system throughout the property
- Farm Museum
- Different events on site

The Committee felt that the community gardens would be run by the Town, but the rest of the items would be non-profit.

Committee members then discussed the different organizations that could be used to promote this project and help with fund raising such as South Windsor Community Foundation, South Windsor Rotary, and South Windsor Food Alliance.

**(Discussion Continued on Next Page)**

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#### ITEM:

#### 5. Discussion items (Continued)

Committee members also discussed the type of barn that is envisioned to be built on the property. Mr. Patrna stated that Mr. Shepard suggested that structures that could be incorporated onto the property be considered.

Ms. Carmichael questioned if there is anyone who would like to leave the property as open space. Ms. Botteron referenced the recommendation letter dated 4/6/1997 from the Open Space Task Force to the Town Council which highlighted the potential uses of the property. Ms. Lipe will send the consultant that information.

The consultant will do research on farm grants to see what the requirements of the property are to allow the Town to get the most funds available.

Ms. Carmichael suggested that a website be created which includes all the information regarding this project so the public will be more informed. This web page should have a link to the agendas and minutes.

There was a discussion regarding the budget for this project. Site and building commitments for the future should be discussed.

#### 6. New Business/Discussion Items - None

#### 7. Next Meeting Date

The next meeting is scheduled for Wednesday, February 10, 2016 at 5:30 p.m. in the Madden Room

The mid point review meeting is scheduled for Wednesday, March 9, 2016 at 5:30 p.m. at the South Windsor Library – Board Room.

#### 8. Adjournment

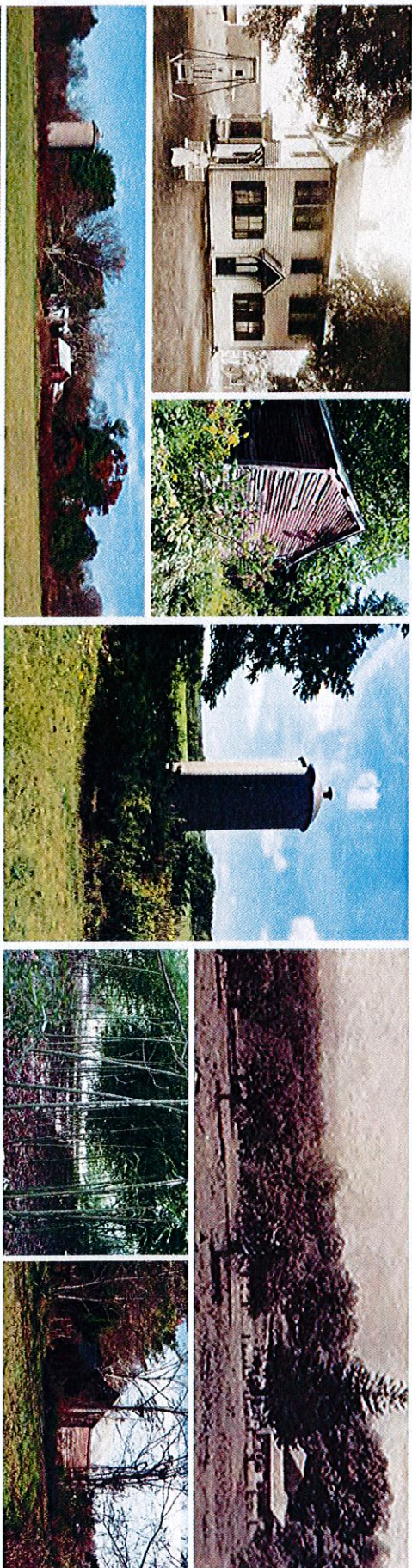
The meeting adjourned at 7:20 p.m.

Respectfully submitted,

  
Deborah W. Reid, Council Clerk



FEASIBILITY REPORT & CONCEPT PLAN  
**PRIEST FARM**  
TOWN OF SOUTH WINDSOR, CONNECTICUT



JANUARY 13, 2016

1407 SULLIVAN AVE, SOUTH WINDSOR, CT

NELSON EDWARDS COMPANY ARCHITECTS, LLC

1156 MAIN STREET, BRANFORD, CT 06405

ELMORE DESIGN COLLABORATIVE, INC.

615 MATHER STREET, SUFFIELD, CT 06078

ECONOMIC STEWARDSHIP, INC.

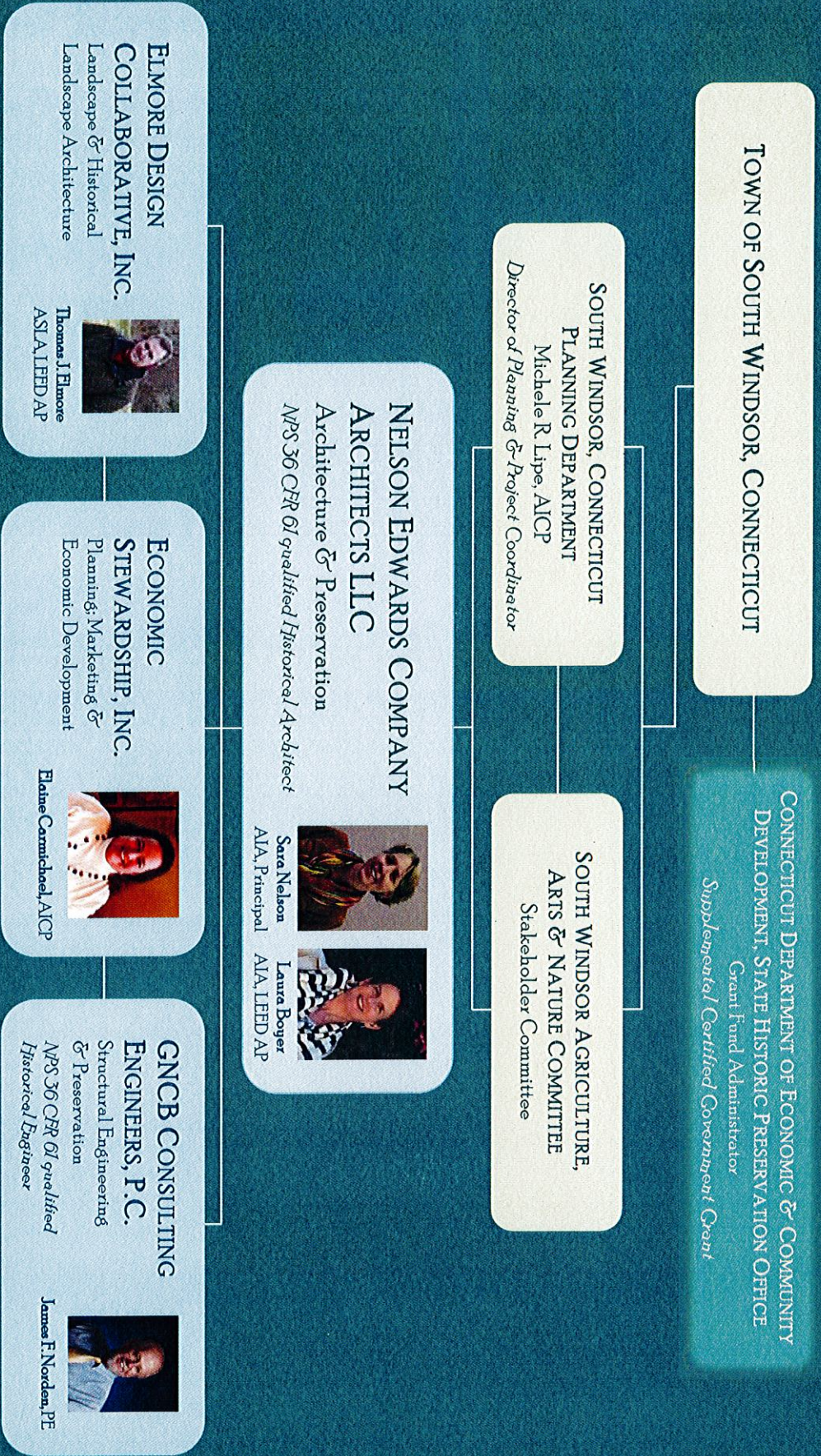
26 WEST PINE STREET, STURGEON BAY, WI 54225

GNCB CONSULTING ENGINEERS, P.C.

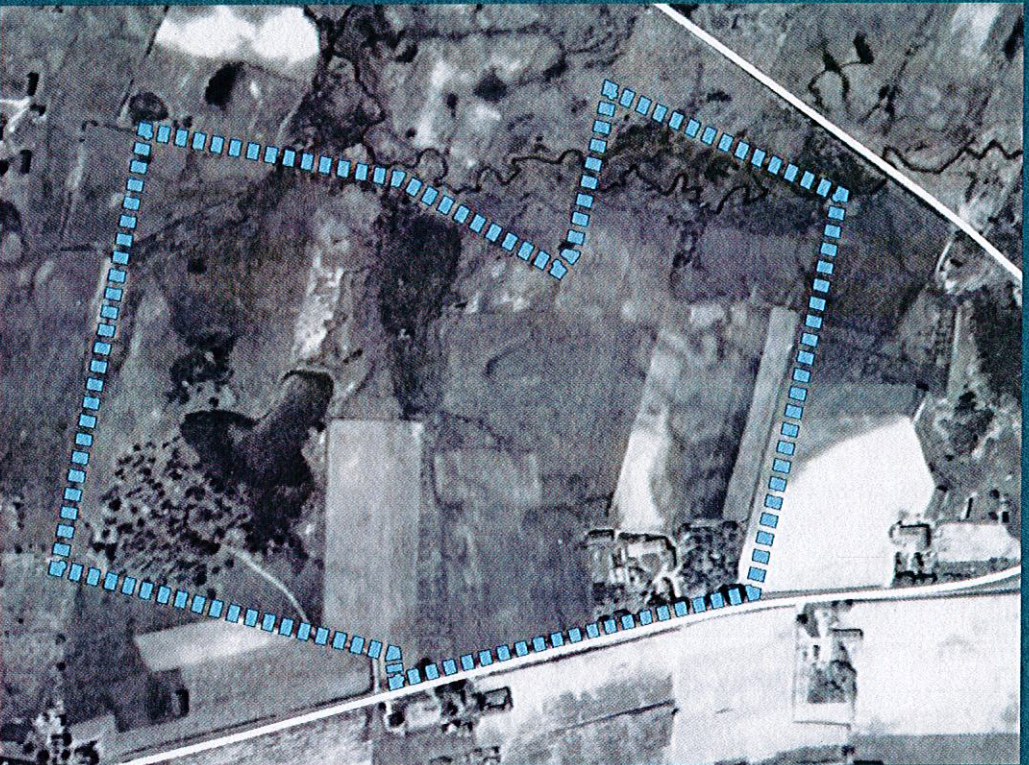
150 ELM STREET P.O. BOX 802, OLD SAYBROOK, CT 06475



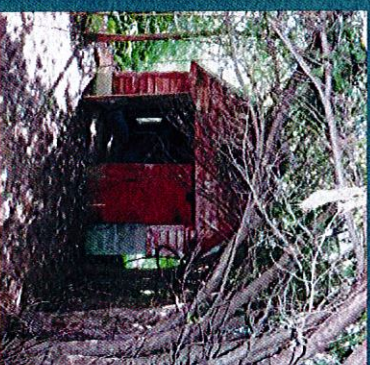
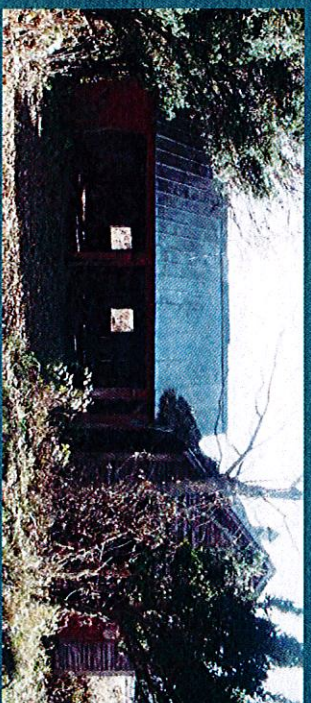
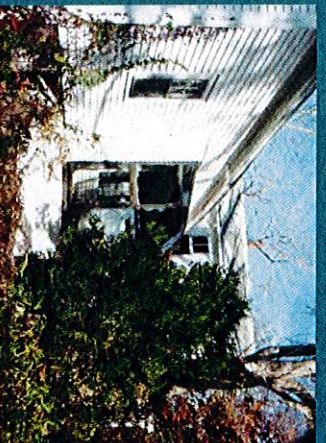
# TEAM ORGANIZATIONAL CHART







1934 Historic Aerial Map





**Exhibit A**



*Image courtesy of Wood Memorial Library*

SWAAN Committee - work to date

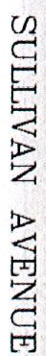
PRIEST FARM



## Design team work to date



PRIEST FARM





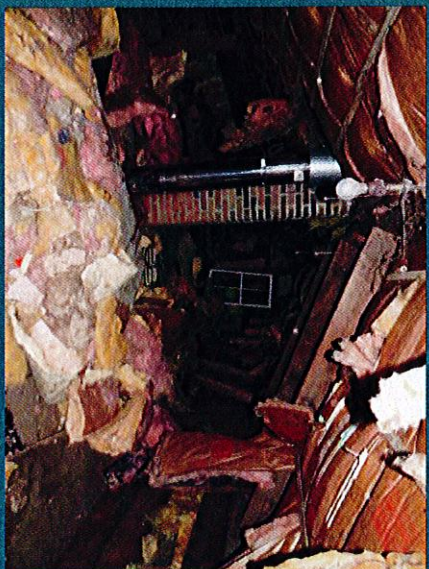
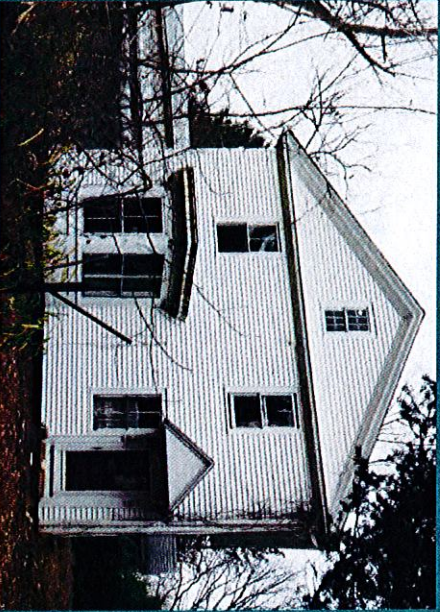
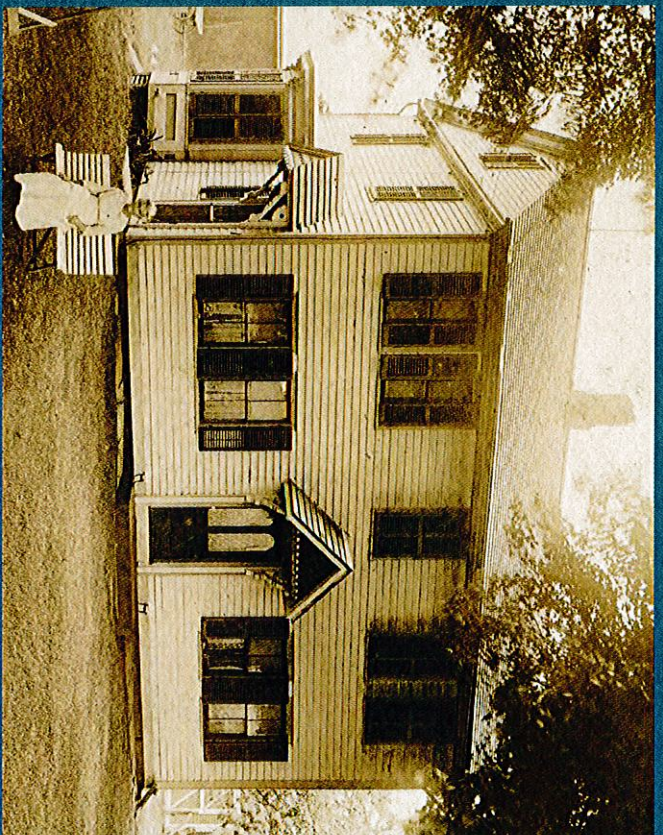




Exhibit A



..... PRIEST FARM .....



FEASIBILITY REPORT & CONCEPT PLAN		SWAAN COMMITTEE			
		SW TOWN PLANNER		NEC ARCHITECTS	
				ELMORE DESIGN COLLAB.	
				ECONOMIC STEWARDSHIP	
				GNCB CONSULTING ENG.	
PRE-PLANNING					
CONTRACT PREPARATION			◆	◆	
CONTRACT EXECUTION (MUNICIPAL)			◆		
INITIAL SITE VISIT		◆	◆	◆	◆
INITIAL PROJECT MEETING WITH SWAAN COMMITTEE		◆	◆	◆	◆
FEASIBILITY STUDY					
ARCHITECTURAL ASSESSMENT FIELD WORK			◆		
ARCHITECTURAL ASSESSMENT			◆		
STRUCTURAL ASSESSMENT FIELD WORK					◆
STRUCTURAL ASSESSMENT					◆
LANDSCAPE ARCHITECTURE ASSESSMENT FIELD WORK			◆		
LANDSCAPE ARCH ASSESSMENT & CONCEPTUAL PLAN				◆	
ECONOMIC RESEARCH				◆	
ECONOMIC ANALYSIS				◆	
COORDINATE FEASIBILITY REPORT DRAFT		◆	◆	◆	◆
MIDPOINT REVIEW MEETING		◆	◆	◆	◆
CONCEPTUAL DEVELOPMENT PLAN					
PREPARE CDP			◆	◆	◆
COST ESTIMATE/BUDGET REPORT				◆	◆
ECONOMIC DEVELOPMENT PLAN				◆	◆
PRESENTATION OF CDP (FINAL REVIEW MEETING)		◆	◆	◆	◆
TOWN REVIEW & COMMENT		◆	◆		
SUBMIT REVISED CDP			◆	◆	◆

PHASE 1

PHASE 2



SCHEDULE - [DRAFT]		WEEK STARTING:																												
OVERALL PROJECT TIMELINE		21 Sept '15	28 Sept	05 Oct	12 Oct	19 Oct	26 Oct	02 Nov	09 Nov	16 Nov	23 Nov	30 Nov	07 Dec	14 Dec	21 Dec	28 Dec	04 Jan	11 Jan	18 Jan	25 Jan	01 Feb	08 Feb	15 Feb	22 Feb	29 Feb	07 Mar '16	14 Mar	21 Mar	28 Mar	04 Apr
✓	Proposals Due																													
✓	Town Review of Proposals																													
✓	Shortlisted Firms - Interview						X																							
PRE-PLANNING																														
✓	Contract Preparation																													
✓	Contract Execution (Municipal)																													
✓	Initial Site Visit																													
	Initial Project Meeting with SWAAN Committee									X																				
FEASIBILITY STUDY																														
✓	Architectural Assessment Field Work																													
✓	Structural Assessment Field Work																													
✓	Landscape Architecture Assessment Field Work																													
	Architectural Assessment																													
	Structural Assessment																													
	Landscape Arch Assessment & Conceptual Plan																													
	Economic Feasibility Analysis																													
	Coordinate Feasibility Report Draft																													
	Midpoint Review Meeting																													
	X																													
CONCEPTUAL DEVELOPMENT PLAN																														
	Prepare CDP																													
	Cost Estimate/Budget Report																													
	Economic Development Plan																													
	Presentation of CDP (Final Review Meeting)																													
	Town Review & Comment																													
	X																													
	Submit Revised CDP																													

X = MEETING



# Thoughts



## Priest Farm

Plants identified during site visits in December 2015 and January 2016

<b>TREES</b>	
<i>Acer cappadocicum</i> *	Cappadocian Maple
<i>Acer ginnala</i> *	Amur Maple
<i>Fagus grandifolia</i> *	American Beech
<i>Juglans ailantifolia</i> *	Japanese Walnut
<i>Juglans ailantifolia</i> 'Cordiforms'*	Japanese Heartnut
<i>Magnolia macrophylla</i>	Bigleaf Magnolia
<i>Picea pungens</i> *	Blue Spruce
<i>Pinus strobus</i>	White Pine
<i>Prunus serotina</i>	Black Cherry
<i>Quercus rubra</i>	Northern Red Oak
<i>Rhus</i>	Common Sumac
<i>Sawara cypress</i> *	<i>Chamaecyparis pisifera</i>
<i>Stewartia monadelphica</i> *	Orange Bark Stewartia
<i>Styrax japonica</i> *	Japanese Snowbell
<i>Syringa reticulata</i> *	Japanese Tree Lilac
<i>Tsuga canadensis</i>	Canadian Hemlock
<b>SHRUBS</b>	
<i>Buxus</i> spp	Boxwood
<i>Juniperus chinensis</i>	Juniper
<i>Lonicera</i> spp.	Honeysuckle
<i>Taxus cuspidata</i> *	Japanese Yew
<b>HERBACEOUS</b>	
<i>Asarum europaeum</i>	European Wild Ginger
Bamboo spp.	Bamboo (3-4 varieties exist)
<i>Chelidonium majus</i>	Greater Celandine (Swallowwort)
<i>Lamium</i> spp.	Dead Nettle
<i>Phytolacca americana</i>	American Pokeweed
<i>Silybum marianum</i>	Milk Thistle
<i>Silybum marianum</i> (L.) Gaertn.	Variegated Thistle
<i>Verbascum thapsus</i>	Common Mullein
<i>Yucca</i> spp.	Yucca (a special narrow-leaf variety)
<b>GROUND COVER</b>	
<i>Ajuga reptans</i>	Bugleweed
<i>Vinca minor</i>	Periwinkle
<b>VINES</b>	
<i>Akebia quintifolia</i>	Five-leaf Akebia (Chocolate Akebia)
<i>Celastrus orbiculatus</i>	Oriental Bittersweet
<i>Euonymus fortunei</i>	Winter Creeper (Climbing Euonymus)
* Plants identified by Edward A Richardson, August 30, 2014	