

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

## **TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 1**

**May 11, 2016**

### **South Windsor Town Hall – Madden Room**

#### **1. Call Meeting to Order**

The meeting was called to order at 5:34 p.m.

#### **2. Roll Call**

Members Present: John Caldwell, Park & Recreation Department  
Mayor Tom Delnicki, Town Council  
Stephanie Dexter, Planning & Zoning Commission  
Mary Etter, Director of S. W. Public Library  
Ray Favreau, Director of Parks & Recreation  
Jeff Folger, Senior Environmental Planner  
Michele Lipe, Director of Planning  
Virginia Macro, Historic District Commission  
John Mitchell, Economic Development Commission  
Andrew Paterna, South Windsor Food Alliance  
Tim Shepard, South Windsor Land Trust  
Councilor Jan Snyder, Town Council  
Betty Warren, IWA/CC

Members Absent: Councilor M. Saud Anwar, Town Council  
Pat Botteron, Open Space Task Force  
Katie Graham, Park & Recreation Commission  
Sandy Jeski, SWALPAC  
Councilor Liz Pendleton, Town Council

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

#### **3. Approval of Minutes**

Ms. Lipe made a motion to approve the minutes of October 14, 2015, February 10, 2016, March 9, 2016, and April 13, 2016. Councilor Snyder seconded the motion; and they were approved, unanimously.

## MINUTES

### South Windsor Agriculture, Arts & Nature Center Committee

May 11, 2016

Page 2

#### ITEM:

##### 5. Discussion items

Ms. Lipe informed the Committee that the Town Council approved a resolution for the \$20,000 which was transferred from a Contingency Account into a SWAAN Account. The money from the easement is still being finalized with the Town Attorney but it did not seem to be a problem to have those funds put into the SWAAN Account.

A discussion ensued regarding a tobacco barn being taken down from a different location in Town and being brought to the Priest property for use. Mr. Favreau pointed out that there is not a lot of open space in a tobacco barn. If this is something that the Committee would like, a location on the property will need to be established. Mr. Paterna and Ms. Macro will look into this.

#### Review of the Final Report

1. Farming and functions of the Facility – resident farmer, community gardens, farmers market
2. Economic Development ideas – animals, cropland, scenic drive, barns, food cop-op
3. Architectural Assessment – farmhouse, barns, silo
4. Landscape Assessment – trees, plantings
5. Conceptual Development – Options for farm buildings locations
6. Entrance and Exit roads at the farm – Realistic options/time frame for development

Ms. Laura Boyer, NEC Architect stated that field visits to examine existing conditions have been completed and an assessment was put together of the historic resources. A preliminary conceptual plan was developed including an economic development plan. Comments from the Committee have been incorporated into the conceptual plan and now the final plan has been developed.

Ms. Elaine Van S. Carmichael, Economic Stewardship, Inc. came before the Committee and explained that the Committee had requested the following in the plan: trails, community gardens, rehabilitation of the original house, education component, support agriculture endeavors and events being held on the property. All of these goals have been placed into three phases as follows and as shown in attached **Exhibit A**:

**(Discussion Continued on Next Page)**

## MINUTES

South Windsor Agriculture, Arts & Nature Center Committee

May 11, 2016

Page 3

### ITEM:

#### 5. Discussion items (Continued)

Phase I – build trails, rehabilitate the original house and hire Community Farm Manager.

Phase II – Establish community gardens, rehabilitate outbuildings for the production of protein and produce, initiate the heritage live stock program and the educational programs.

Phase III – Develop community barn, establish an agricultural heritage museum, offer event/community space, create a community commercial kitchen, and aggregate other farm products for CSA and/or Food Hub.

Ms. Boyer added that as consultants, we want to make sure the original intent is maintained. Overall the structure is sound but needs some repairs. The envelope has some deterioration because it has not been inhabited for about 18 years and there has been some vandalism. Ms. Boyer recommended that for the restoration of the farm house it be done all at once. The house should remain as a residential use. Ms. Boyer reviewed the condition of the six outbuildings which are to be done in Phase II.

Ms. Sara Nelson, Nelson, Edwards Company Architects LLC explained that the wetlands line is different then what is on the GIS and therefore the plan has been changed since the last meeting.

Mr. Thomas Elmore, Elmore Design Collaborative, Inc. stated further that the community gardens have been reduced in size because of the wetlands. The scope of Phase I also includes extending the water and sewer from Heritage Lane to the farmstead, miscellaneous site improvements around the farmstead which will be coordinated with the farm manager, installing the gravel driveway and gravel trail head off of Sullivan Avenue, a fenced in pasture with a small shed for the farm manager and the trail system. Mr. Elmore reviewed further the landscaping for each Phase, as shown in attached **Exhibit A**.

Ms. Boyer reviewed the costs associated in the different phases, as shown in attached **Exhibit A**.

Different costs for the items were discussed by the Committee. Also discussed further were the costs of trails.

**(Discussion Continued on Next Page)**

## MINUTES

South Windsor Agriculture, Arts & Nature Center Committee

May 11, 2016

Page 4

### ITEM:

#### 5. Discussion items (Continued)

Mr. Mitchell stated that the long term goals are of concern to him. At some point he would like to see the Rotary engaged in some level of funding.

Mr. Folger stated that with this project he envisioned the Farm Manager to be in charge of agricultural leases for the Town as well as conservation measures.

Mr. Favreau suggested that the barn be constructed sooner rather than later in order to have a revenue stream for this project. Ms. Warren informed the Committee that the Boy Scout Hall in East Windsor was built with donations. Ms. Van Carmichael stated that this structure could be used for a host of events and then explained that presently this is in Phase III because of the evolution of the roadway and utility extensions of the property. The Committee felt that this would be something to review. Mr. Caldwell felt that without a referendum the Town would not be able to have the money to do this project.

Mr. Shepard questioned if there is any interest in preserving agriculture as the Town knows it or is everyone more interested in the experience? Ms. Boyer explained that this farm is too small to support itself as a farm and if it is going to be a working farm then the public can not use it.

#### 6. New Business/Discussion Items

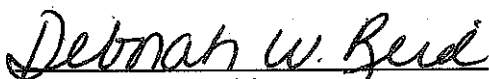
None

#### 7. Next Meeting Date: Wednesday, June 8, 2016/SW Library

#### 8. Adjournment

At 7:00 p.m. the meeting was adjourned.

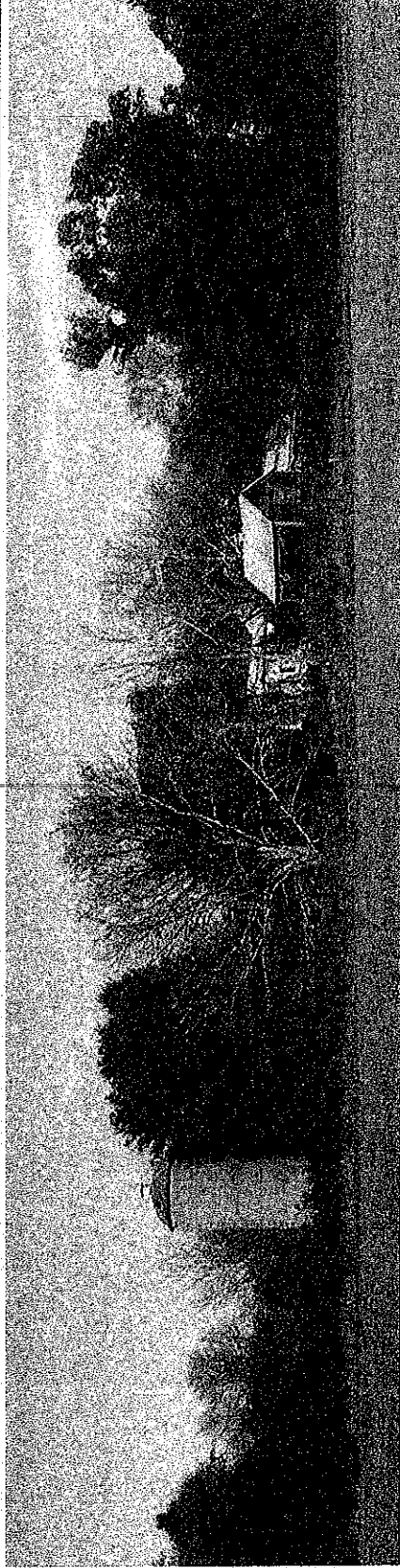
Respectfully submitted,



Deborah W. Reid  
Council Clerk



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



FINAL PRESENTATION - MAY 31, 2010

407 SULLIVAN AVE. SOUTH WINDSOR, CT 06074

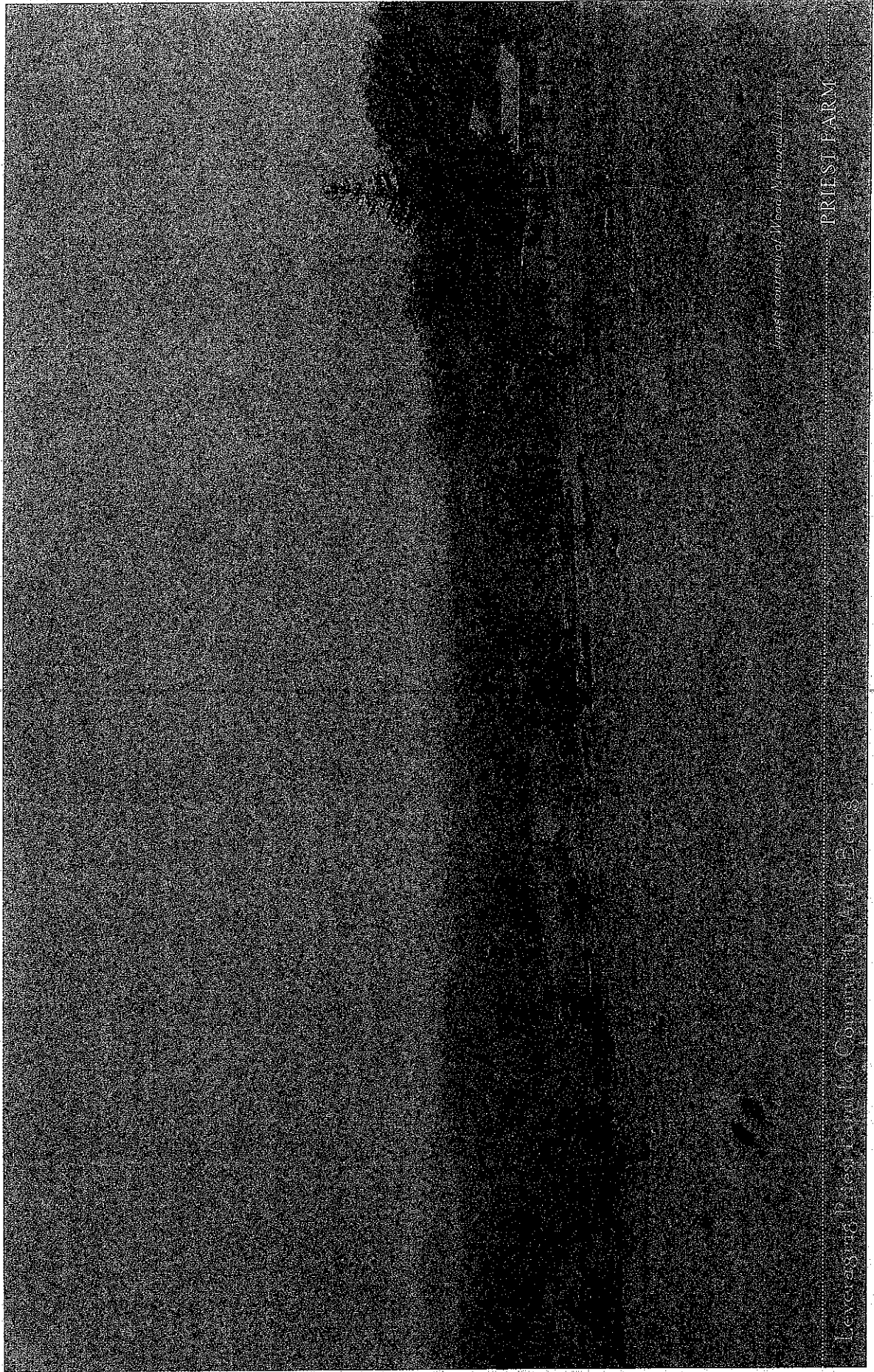
NELSON EDWARDS COMPANY ARCHITECTS, LLC  
1156 MAIN STREET, BRANFORD, CT 06405

ELMORE DESIGN COLLABORATIVE, INC.  
613 MAIN STREET, SUITE 100, SUDBURY, CT 06072

ECONOMIC STEWARDSHIP, INC.  
26 WESTERN STREET, STURGEON BAY, WI 54255

GNCB CONSULTING ENGINEERS, P.C.  
150 ELM STREET, P.O. BOX 302, OLD SAVER BROOK, CT 06070

Exhibit A



*Image courtesy of Wood Menard/Urban*

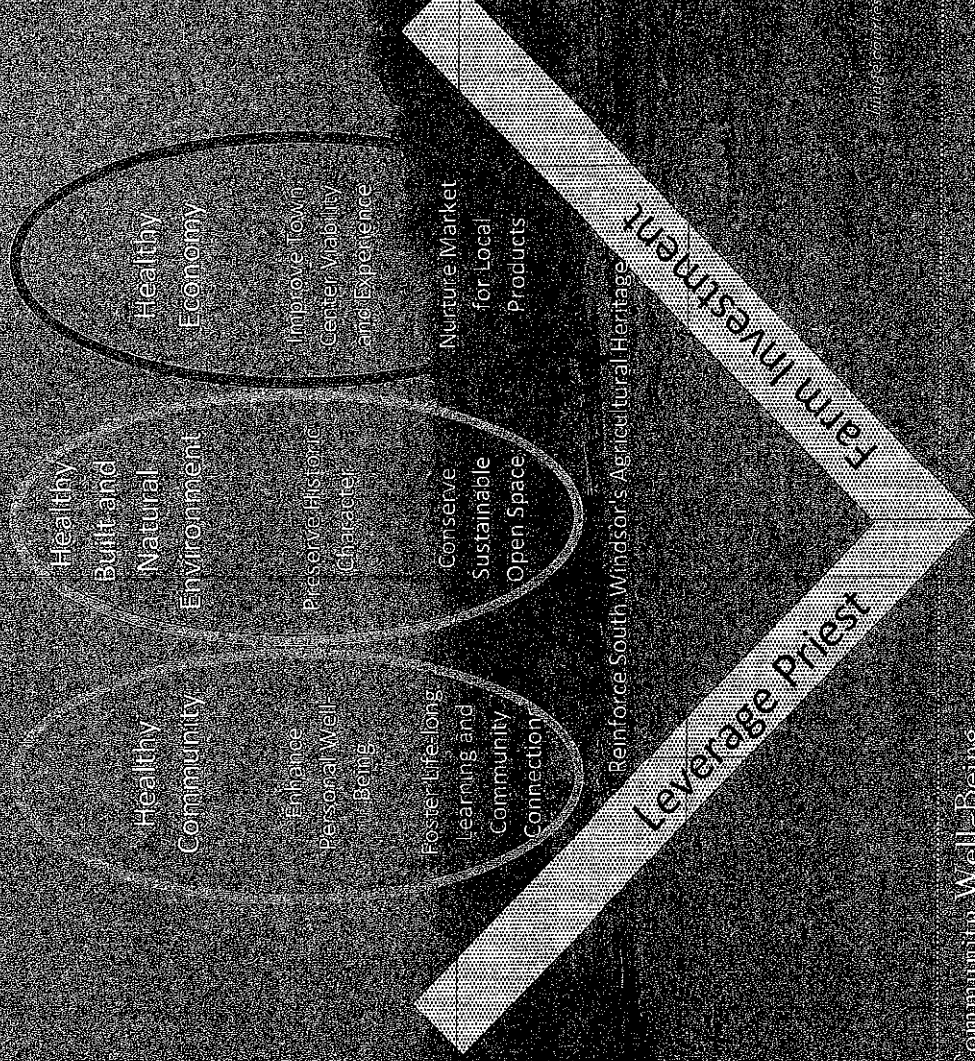
PRIEST FARM

Levee along the Mississippi River, Community of El Estero



## Exhibit A

Thanks to its community character and sensitive approach to development, South Windsor garners place-based investments by people seeking a distinctive community in which to live, work, shop, and spend leisure time.



Ingredients: Community Goals

Filter: Site Objectives

Leveraging Priest Farm for Community Well-Being

PIRST FARM

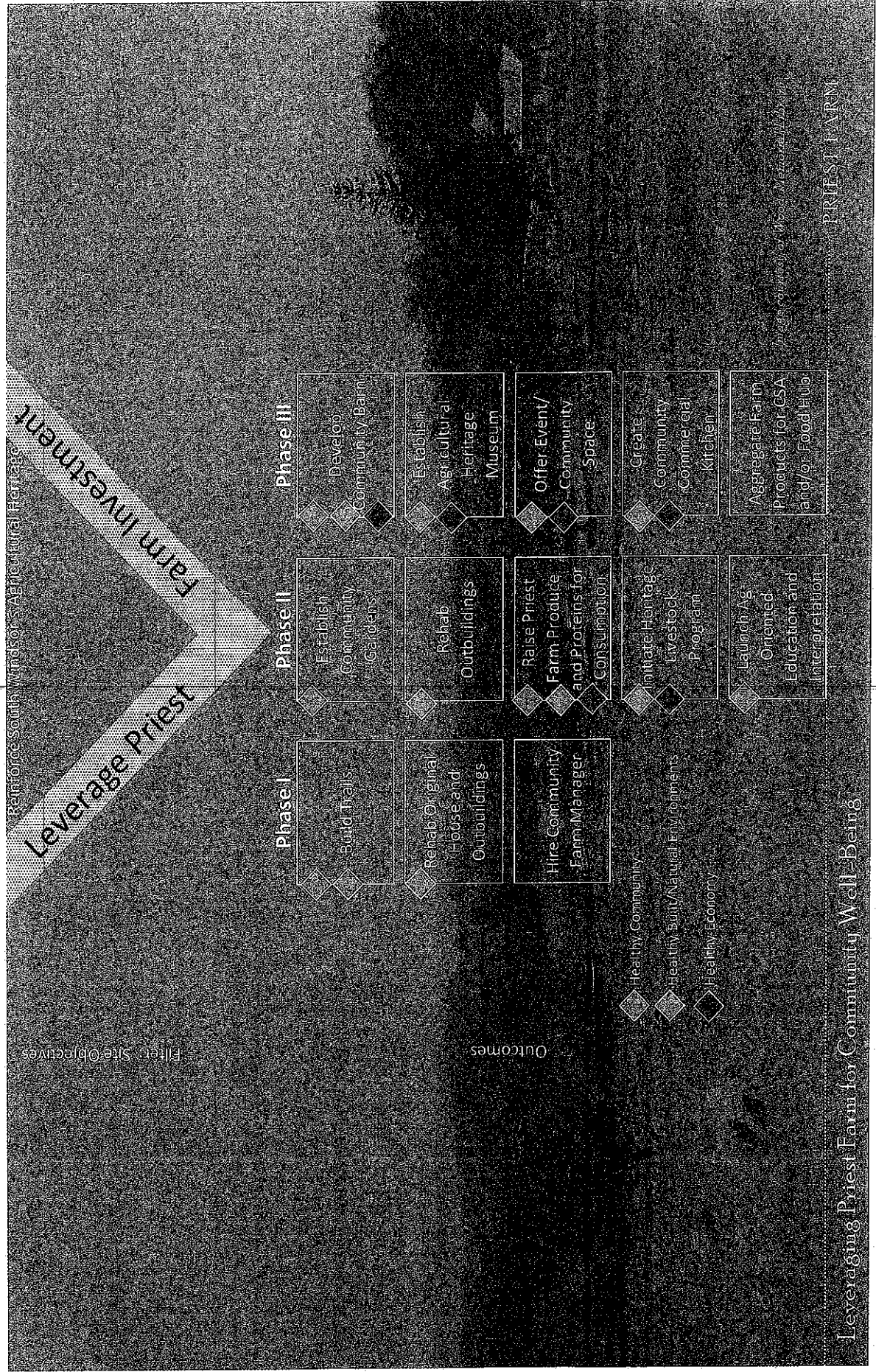
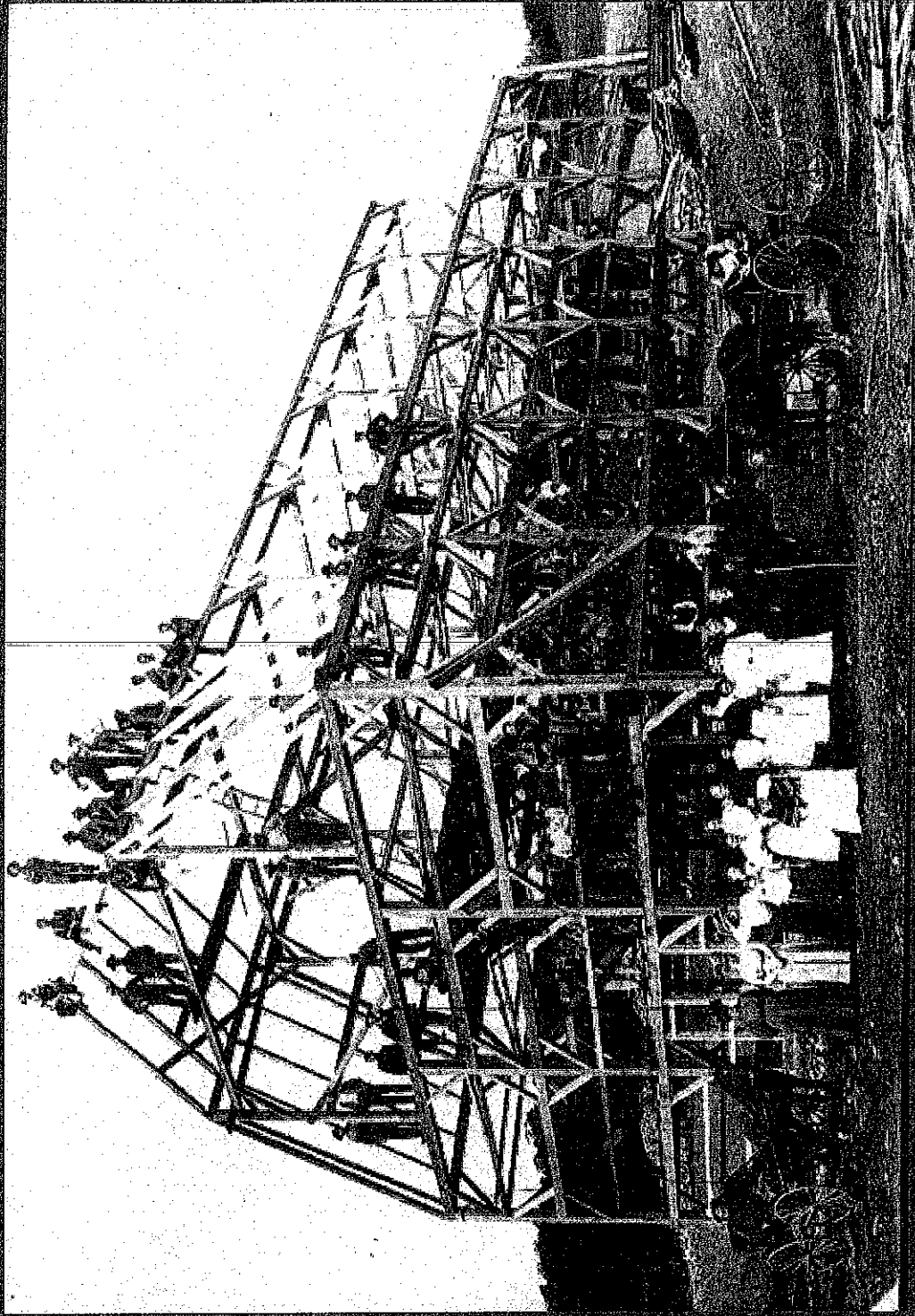


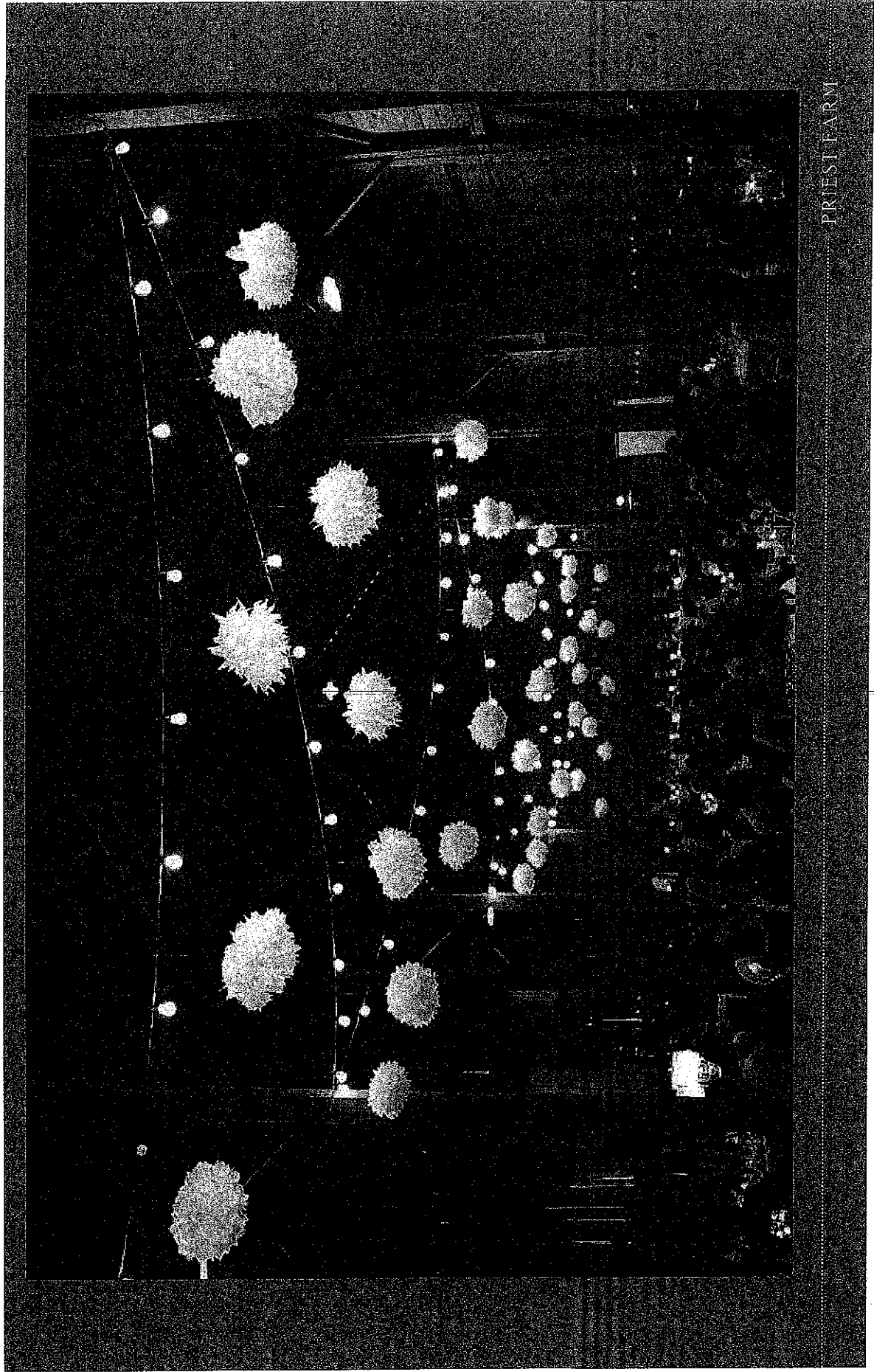


Exhibit A



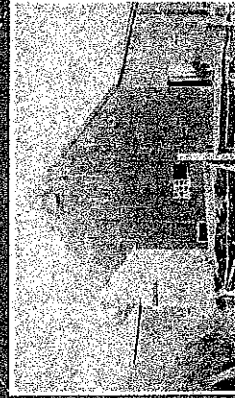
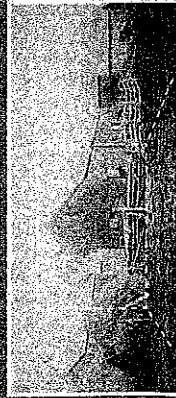
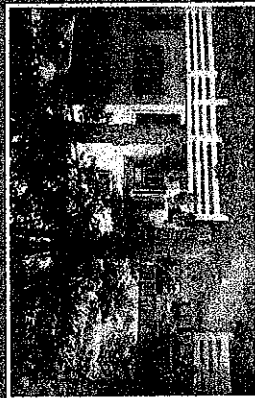
PRIEST FARM

Exhibit A



PRIEST FARM

# Exhibit A



SULLIVAN AVENUE

## HISTORIC RESOURCE

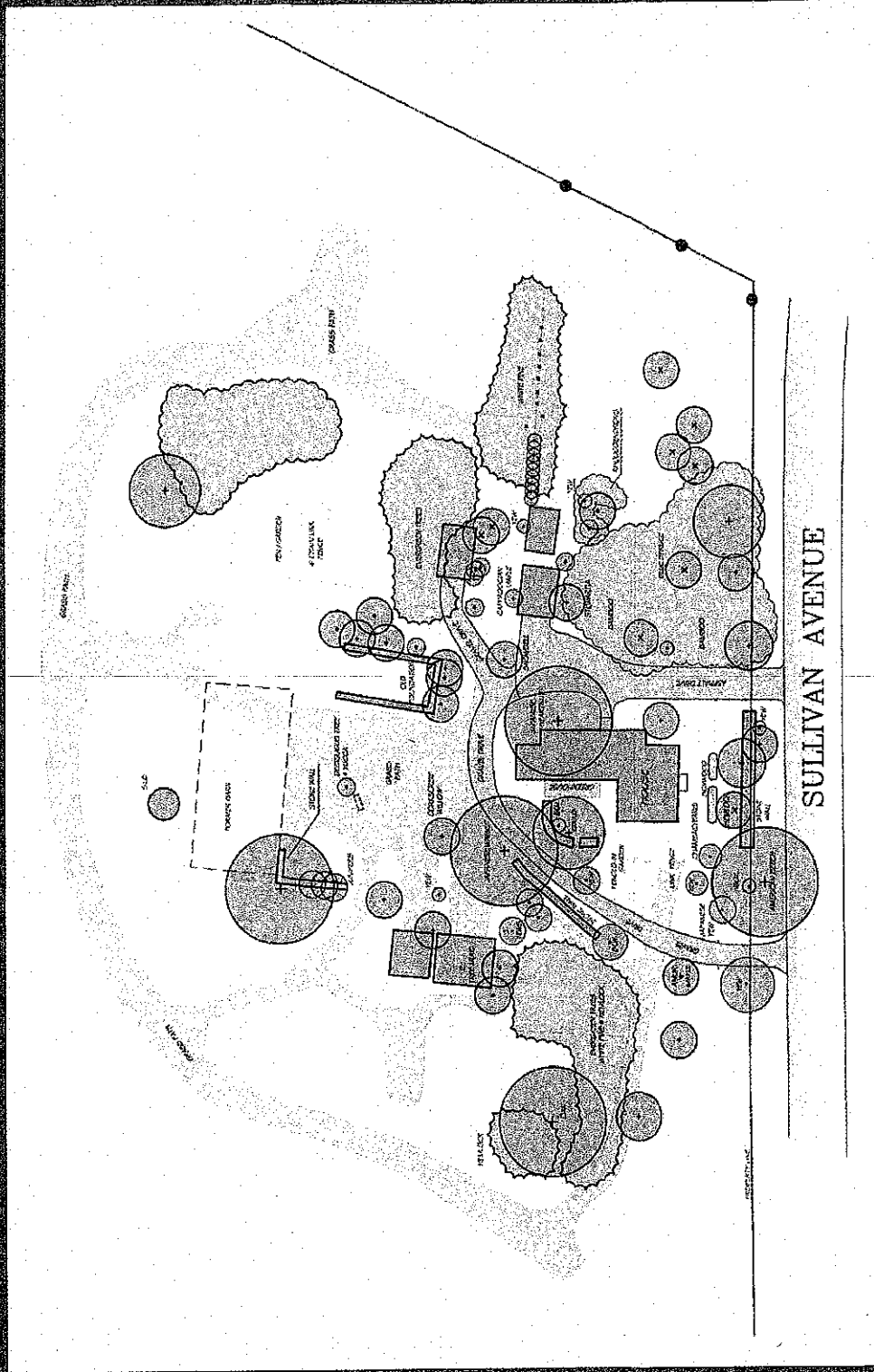
■ BUILDINGS EXISTANT

--- BUILDINGS PREVIOUSLY DEMOLISHED (INFERRED FROM PHOTOS)



PRIEST FARM

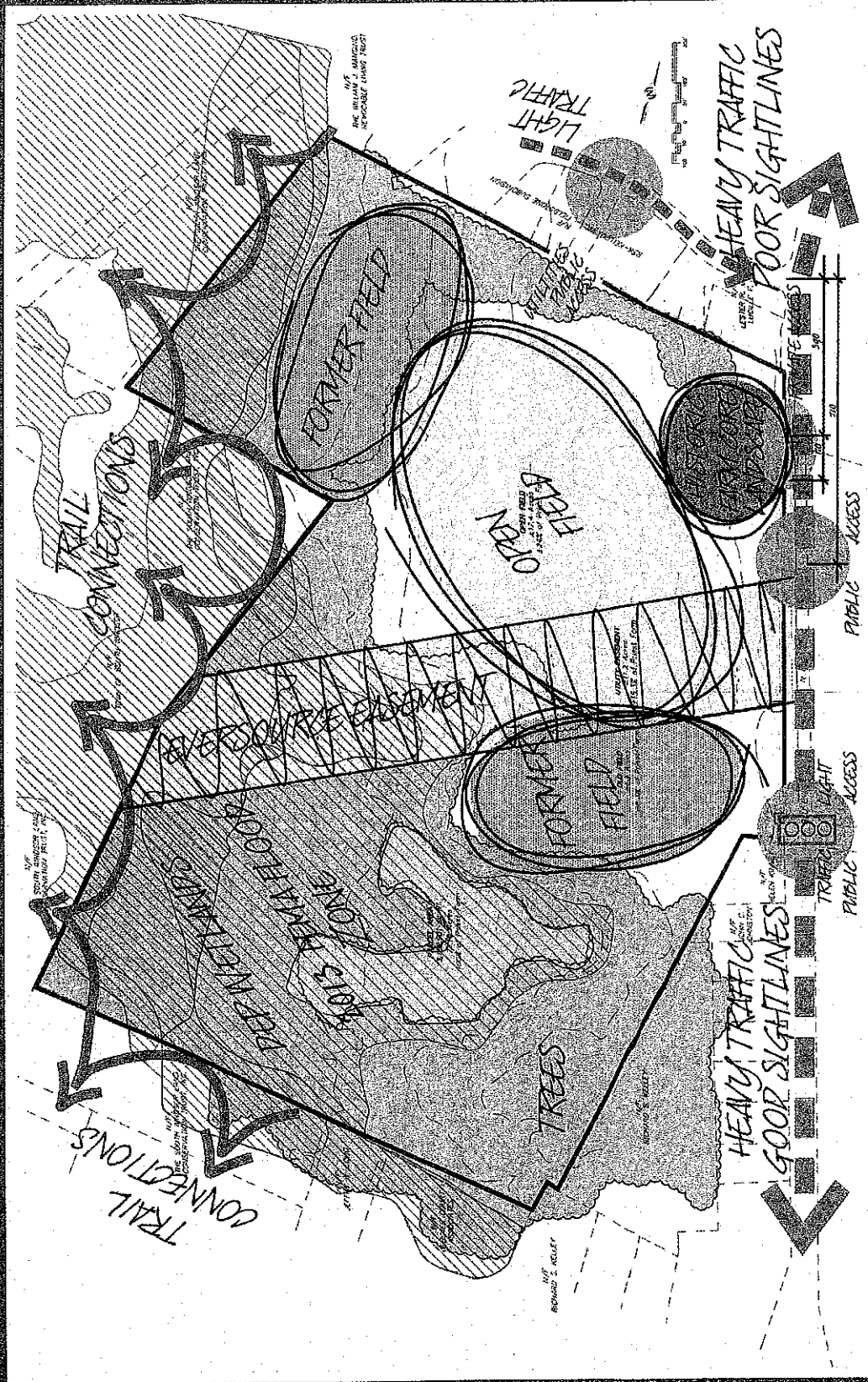
# Exhibit A



PRESTFARM



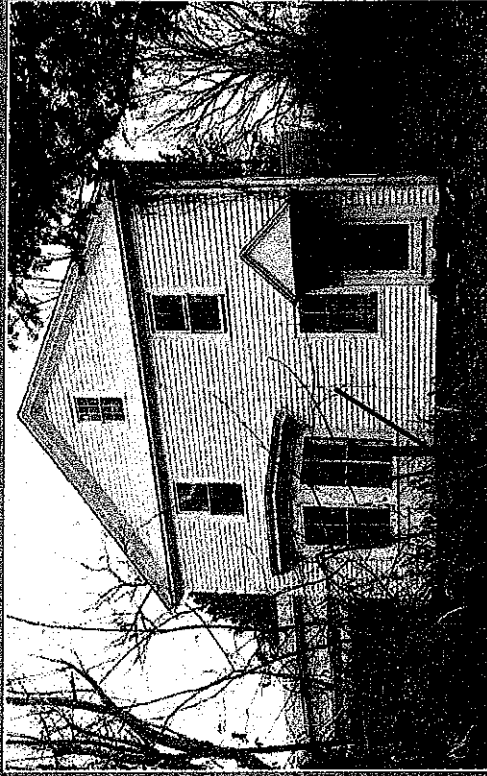
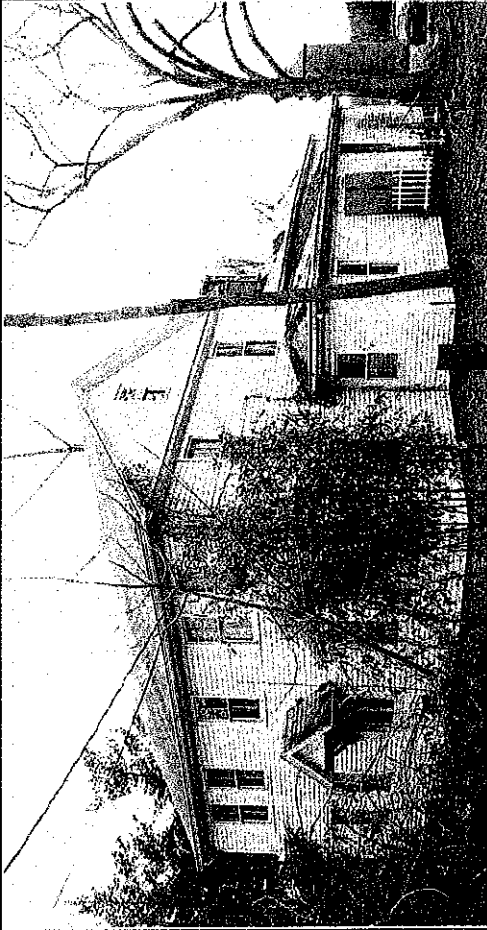
Exhibit A



PRIEST FARM



# Exhibit A



## FARMHOUSE

TEMPORARY STABILIZATION

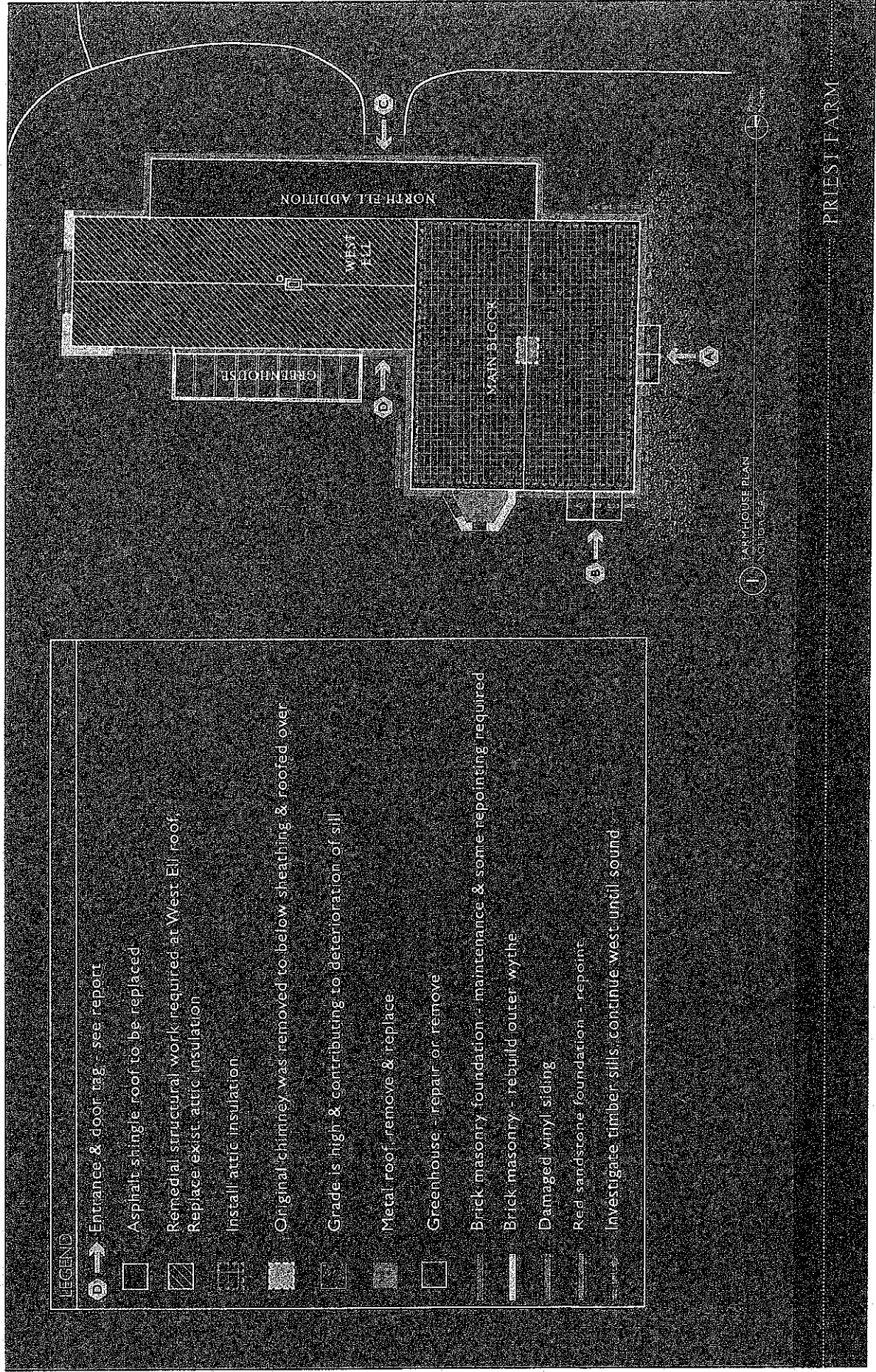
WORK TO DO BEFORE INSTALLATION

OTHER ISSUES

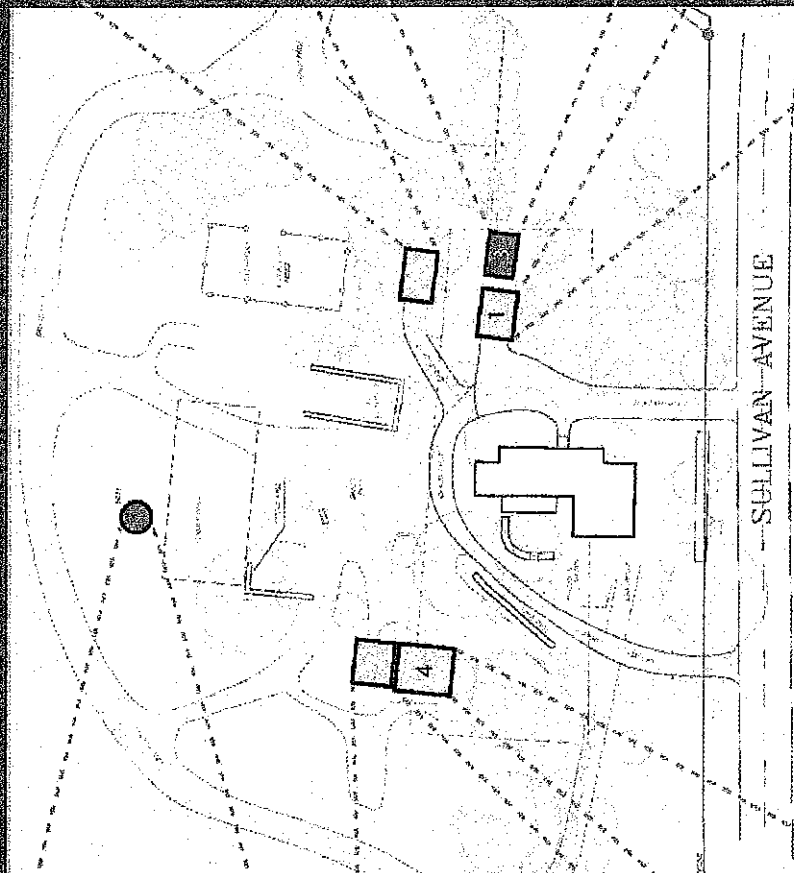
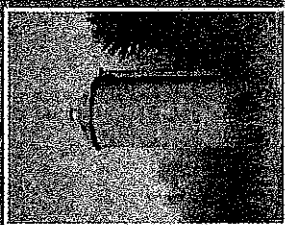
PRIEST FARM



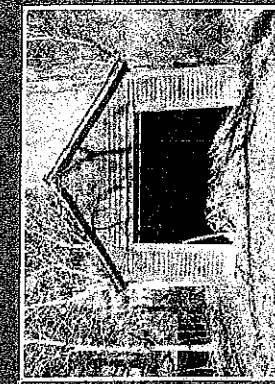
# Exhibit A



# Exhibit A



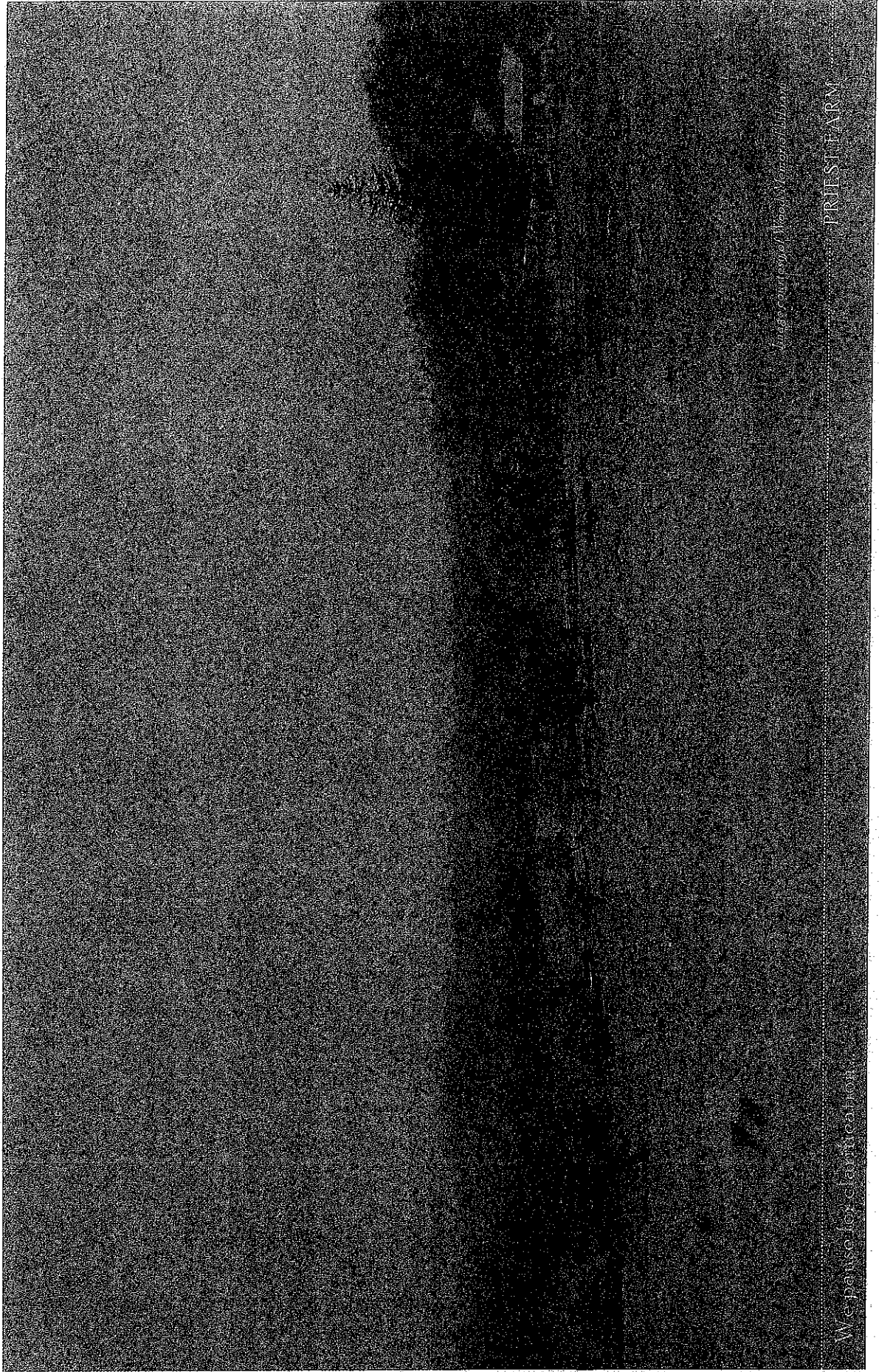
CONDITION OF BUILDING	
	GOOD CONDITION - BUILDING REQUIRES LITTLE WORK
	FAIR CONDITION - BUILDING REQUIRES SIGNIFICANT WORK
	POOR CONDITION - BUILDING REQUIRES EXTENSIVE WORK



PRIEST FARM



Exhibit A



We pause for clarification.

*Johns County, Georgia, Woodman Hills*

PRIESTFARM

# Exhibit A

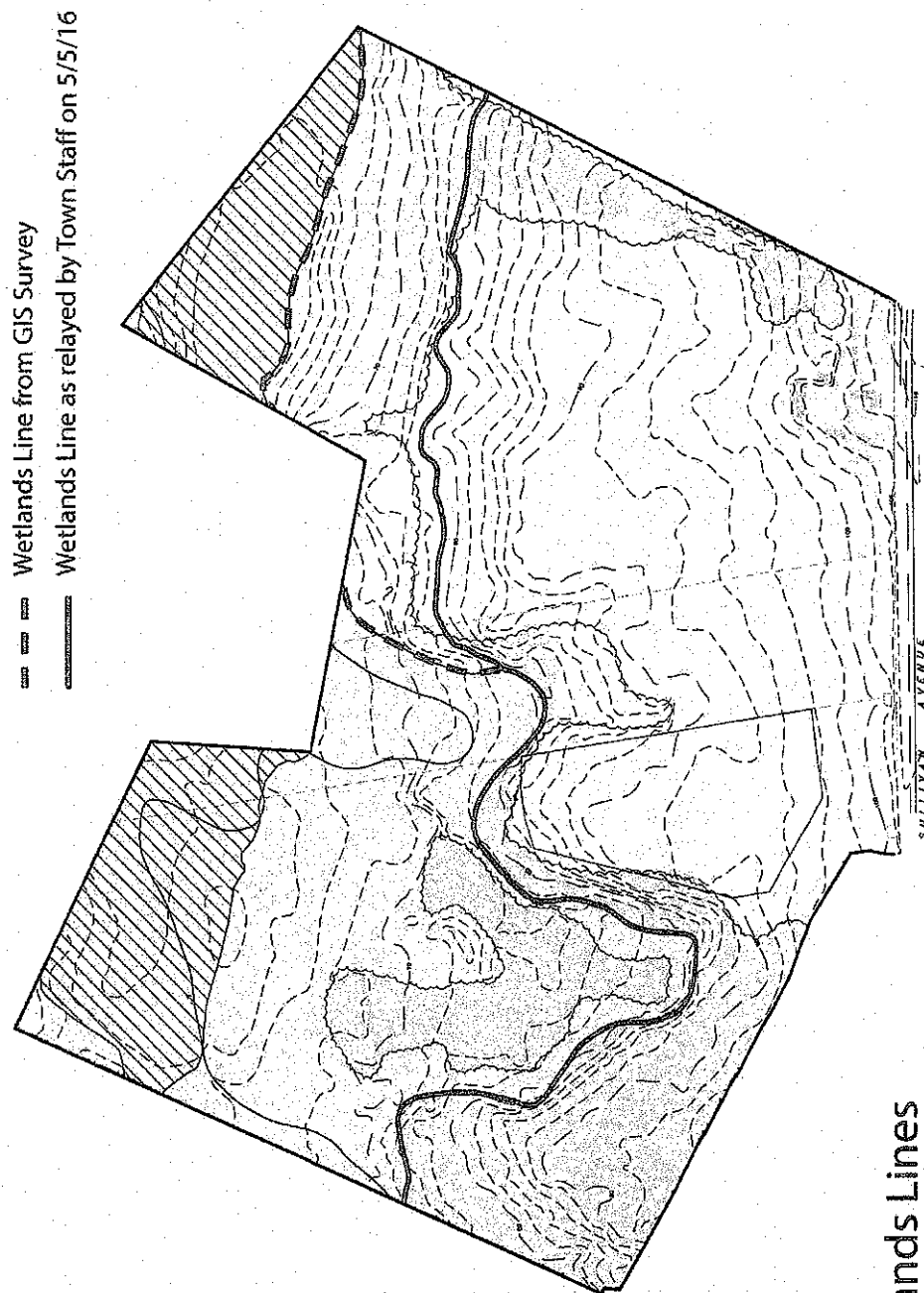
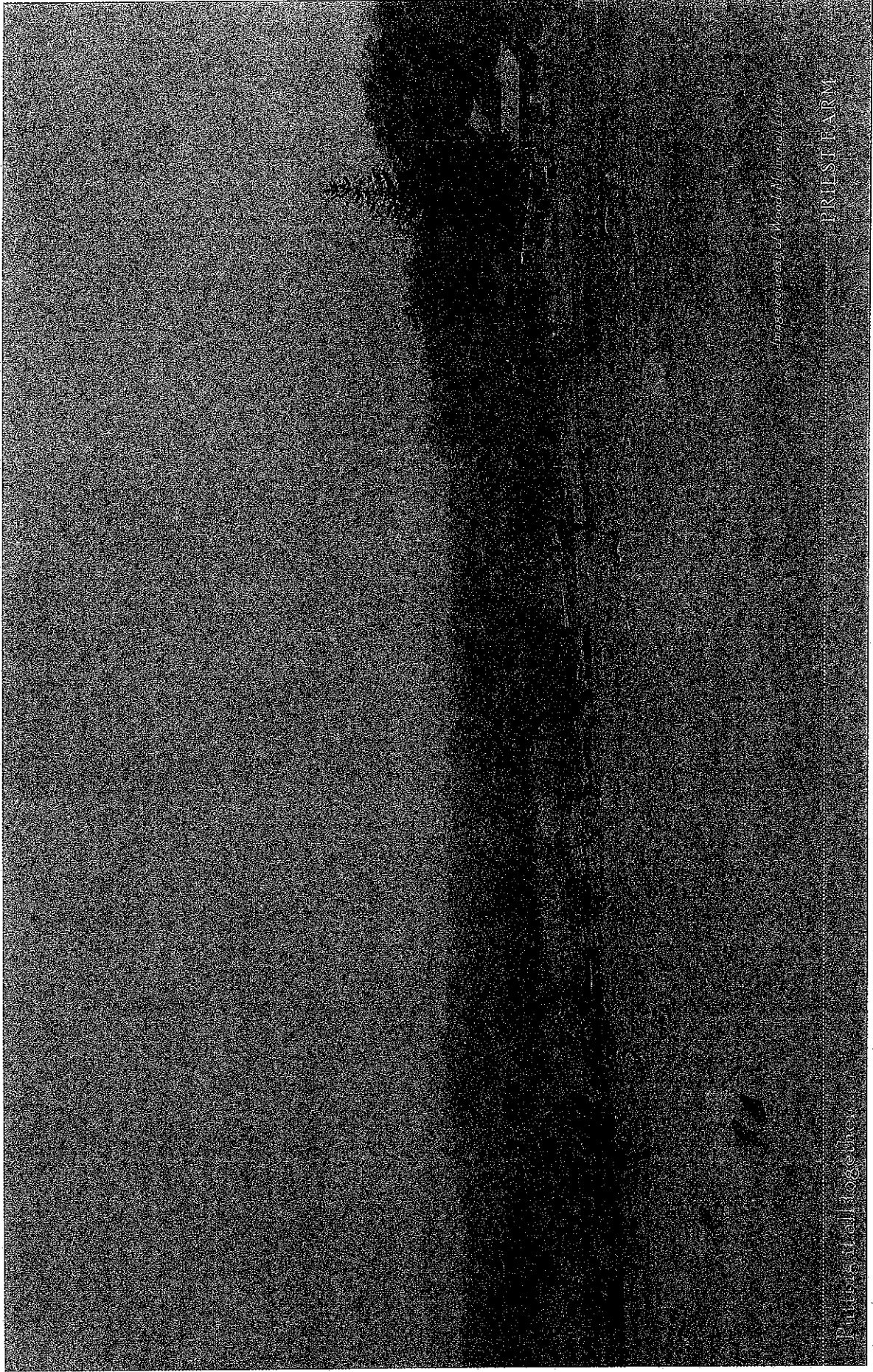


Exhibit A



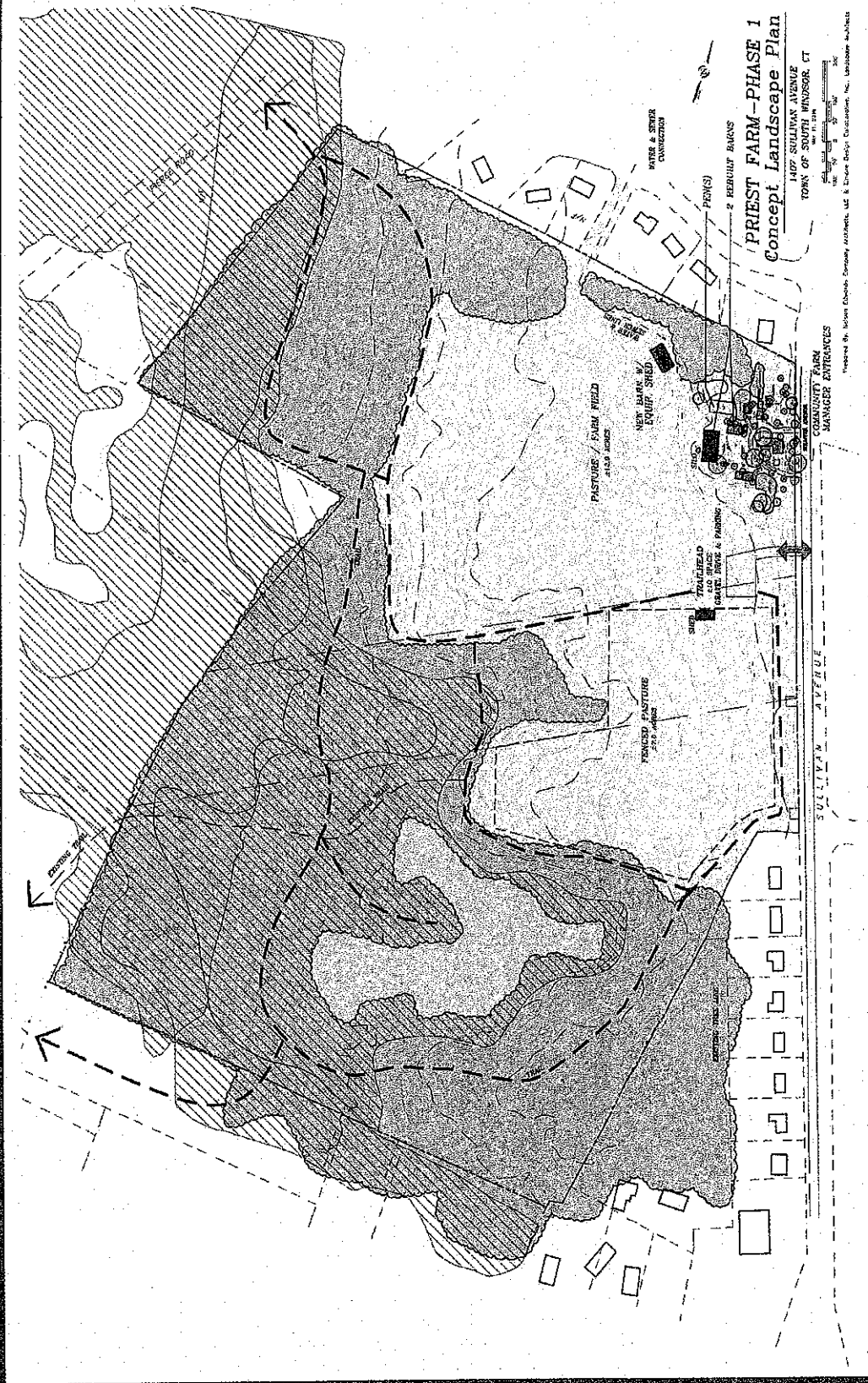
*Impeccable Priest of Wood, Natural Light*

PRIEST FARM

Pull it all together

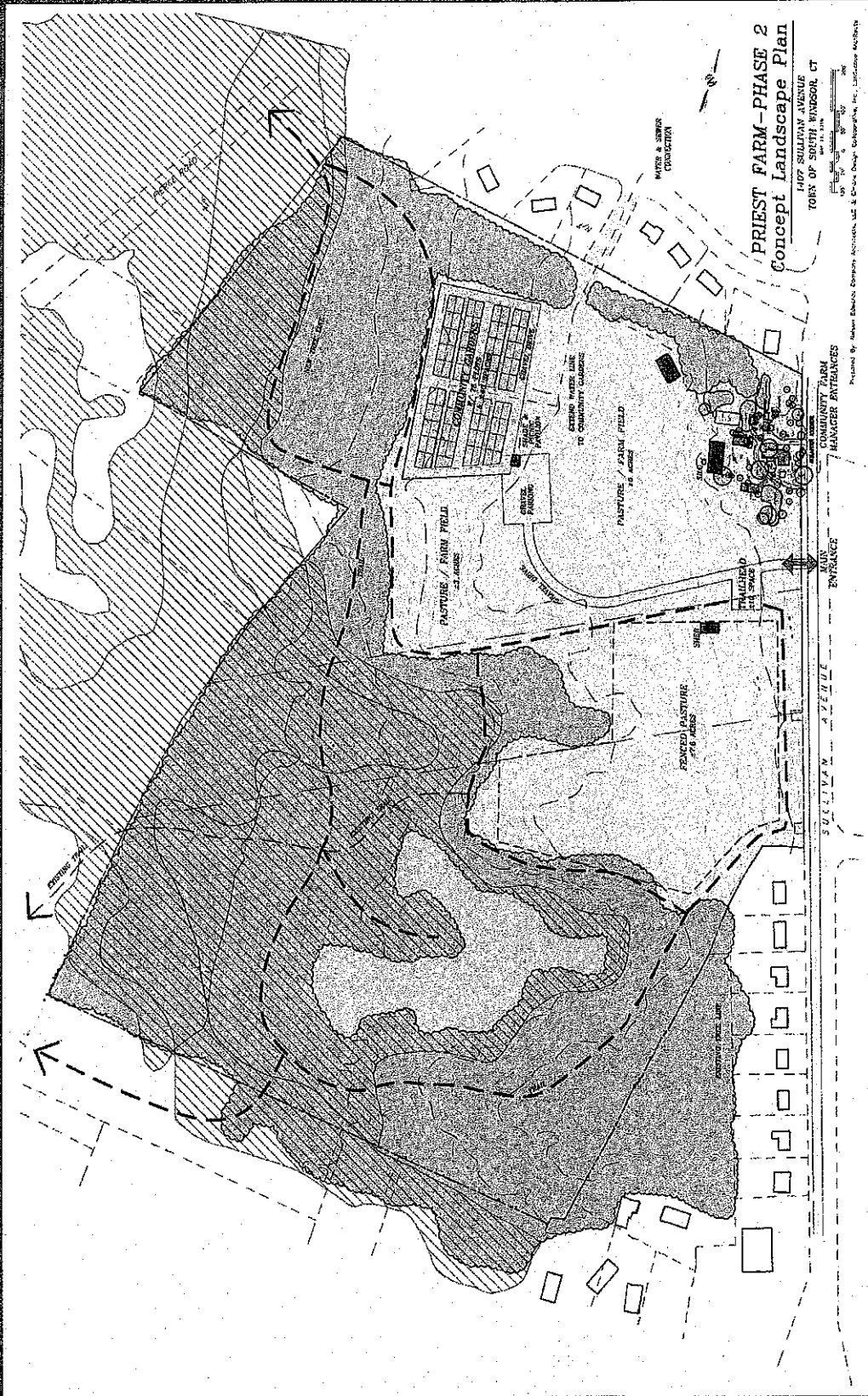


Exhibit A



PRIEST FARM

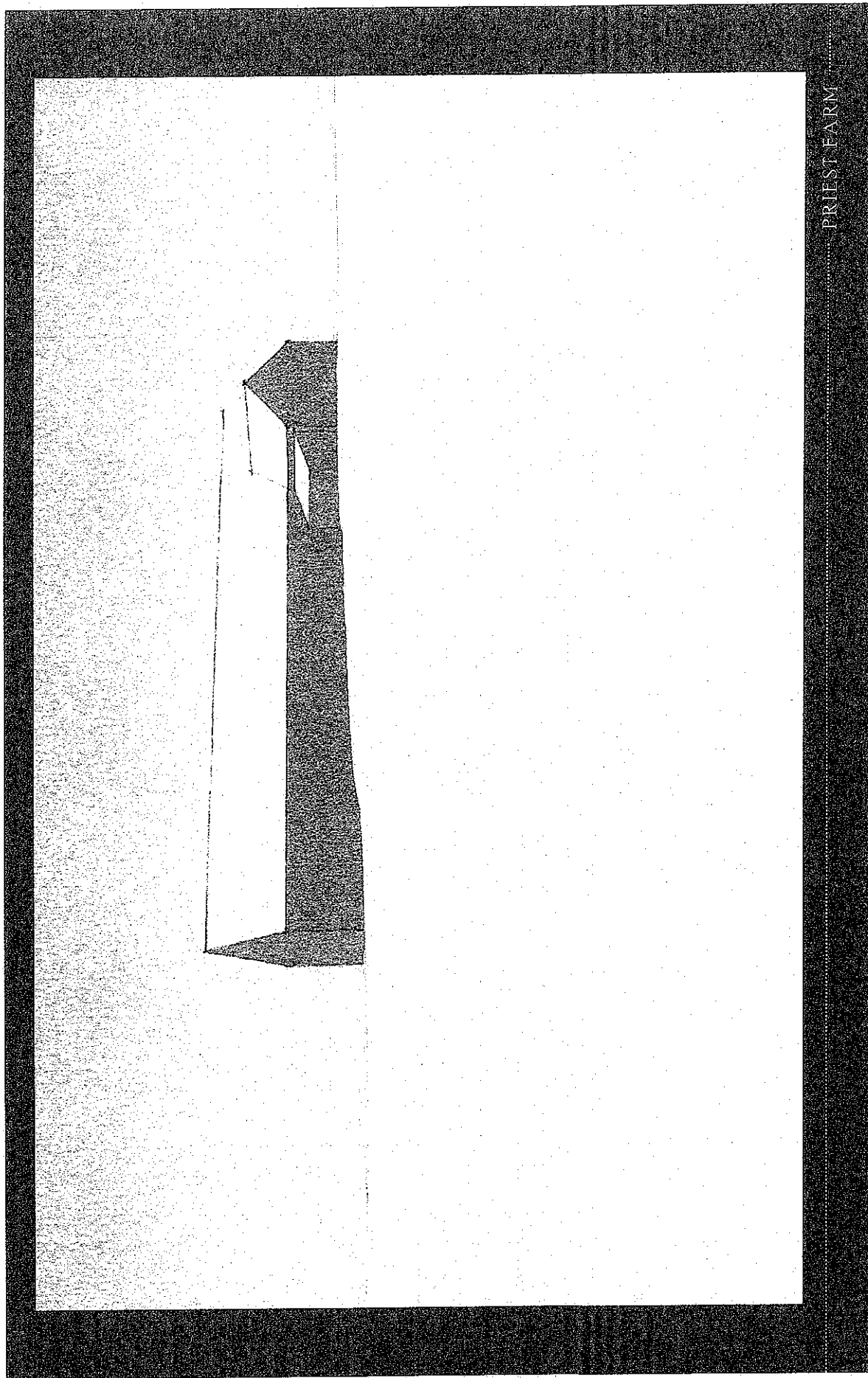
Exhibit A



PRIEST FARM



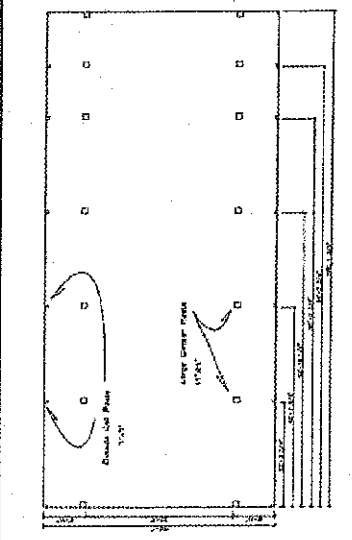
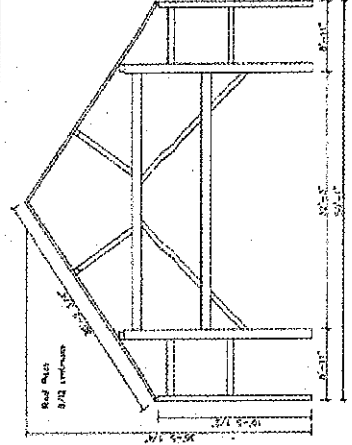
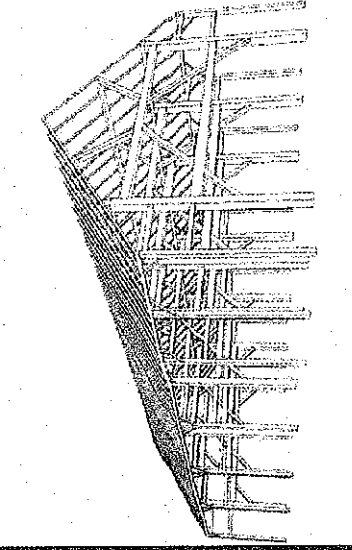
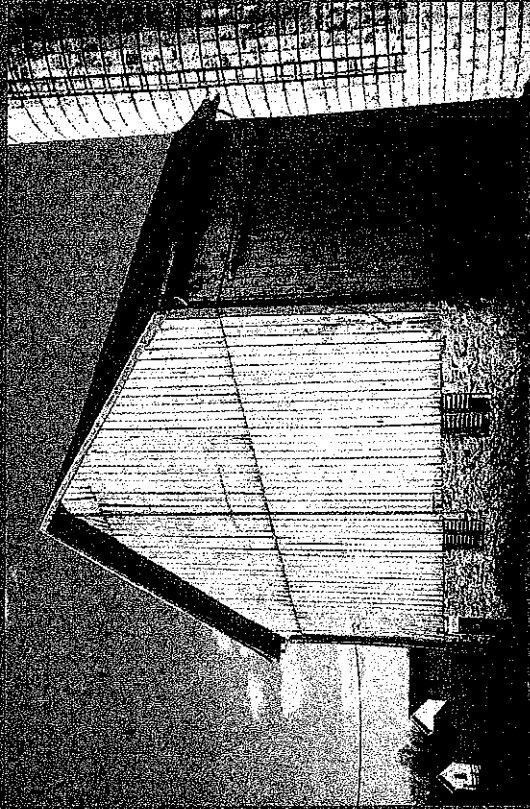
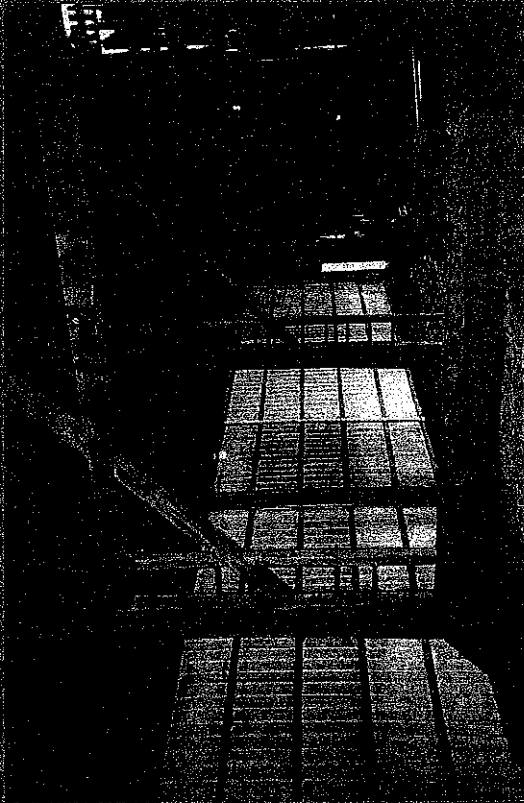
Exhibit A



PRIEST FARM



# Exhibit A



Historic Timber Frame Structure: Heritage Restorations 1051 Maryland Barn 50W x 106L x 44'H

## PHASE I

## LANDSCAPE - CAPITAL IMPROVEMENTS

1. Clear, grub, dispose, and restoration for utilities
2. Install copper water and sewer to farm from Heritage Lane
3. Install gravel drive and trailhead
4. Misc. site improvements at farmstead
5. Fenced pasture with shed

\$	5,875	\$	6,275
\$	112,500	\$	112,500
\$	31,250	\$	31,250
\$	100,000	\$	100,000
\$	53,125	\$	53,125

## EXISTING BUILDINGS - CAPITAL IMPROVEMENTS TO FARMHOUSE

1. Interior and exterior rehabilitation
2. Site work related to grades and house walkways
3. Utility / Infrastructure related to house rehabilitation

	\$	350,000	\$	450,000	DECD/SHIPO HRF grant
	\$	12,000	\$	20,000	
		t.b.d.		t.b.d.	

\$	700,750	\$	811,750
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## SETTING THE STAGE FOR PHASE II

Measured Drawings for outbuildings.  
Decide on use for existing outbuildings  
Hire A/E team for full Basic Services for Outbuilding rehabilitation  
Rehab Animal Pens  
Endorse Features  
Acquire Tools, Livestock, Fish Ops Hives, etc.  
Establish Produce and Protein Plans  
Build and Furnish High Tunnels  
Create Priced Farm Identity Package  
Form Alliances with Schools, Markets etc.  
Develop Internship Program  
Create 60/ Interpretive Programs

[illegible]

## LANDSCAPE - CAPITAL IMPROVEMENTS

1. Install silt fence for gravel drive & Community Gardens
2. Clear, grub & topsoil for Community Gardens
3. Clear, grub & topsoil for Community Gardens
4. Misc. earthwork for drive, parking & Community Gardens
5. Extend gravel drive to and around Community Gardens
6. Extend copper water to Community Gardens and hose bids
7. Shade and picnic pavilion with conc. pavt, benches & tables
8. Gravel, fine grade, and prep. Community Gardens
9. Restore disturbed areas with fine grade, seed, & fertilizer

\$	\$	\$625		\$
\$	\$	\$625		\$
\$	\$	4,975		\$
\$	\$	156,250		\$
\$	\$	101,406		\$
\$	\$	56,250		\$
\$	\$	4,375		\$
\$	\$	6,250		\$

**TO OUTBUILDINGS**

\$	\$	100,000		\$
\$	\$	20,000		\$
	t.b.d.			t.b.d.
				125,000
				25,000
				t.b.d.

## EXISTING BUILDINGS - CAPITAL IMPROVEMENTS TO OUTBUILDINGS

1. Rehabilitate / Restore outbuildings
2. Restore concrete Silo
3. Misc. site work related to outbuildings

\$		\$	100,000	\$	125,000
\$		\$	20,000	\$	25,000
		c.b.d.			f.h.d.

\$	560,356	\$	642,380
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# PRIEST FARM

# Exhibit A

## EXPANDING CAPACITY FOR PHASE III

Create partnership for Museum  
Identify Funding Sources  
Conduct Market Study for Events  
Identify Other Producers for Store, Hub  
Hire A/E Team for full basic Services for Community Barn  
Hire/Assign Owner's Rep  
Conduct Market Study for Children  
Create Integrated Business Plan  
Contract Barn Construction

\$	5,000	\$	5,000
\$	5,000	\$	5,000
\$	20,000	\$	20,000
\$	10,000	\$	10,000
t.b.d.		t.b.d.	
t.b.d.		t.b.d.	
\$	15,000	\$	15,000
\$	20,000	\$	20,000
t.b.d.		t.b.d.	

## PHASE III

### SITE DEVELOPMENT FOR COMMUNITY BARN

- A. Community Barn
  1. Install site fence
  2. Clear, grub, and dispose
  3. Grading and drainage
  4. Erosion 2" copper water & 6" sewer lines
  5. Lower for base paving
  6. Site Lighting
- B.1. Animal Drive and parking with gravel and earthwork
2. Gravel base and earthwork for asphalt drive
3. Concrete walks
4. Concrete curbs
5. Remove disturbed areas with fine grade, seed & fertilizer
- C. Paved access to Heritage Lane
- D. Paved access to south property line with railroad parking
1. Clear, grub, and dispose of trees and stumps
2. Grading, drainage and prep
3. Fenced pastures & berry patch
  - a. Clear, grub & dispose of brush
  - b. Move pasture fence and add additional fencing
  - c. Prepare and install berry patch
  - d. 8' tall fence and netting for berries

\$	3,468	\$	3,468
\$	7,188	\$	7,188
\$	28,750	\$	28,750
\$	85,313	\$	85,313
\$	281,250	\$	281,250
\$	50,000	\$	50,000
\$	500,500	\$	500,500
\$	346,250	\$	346,250
\$	12,500	\$	12,500
\$	81,250	\$	81,250
\$	346,250	\$	346,250
\$	4,375	\$	4,375
\$	5,000	\$	5,000
\$	5,000	\$	5,000
\$	6,875	\$	6,875
\$	282,500	\$	282,500
\$	31,250	\$	31,250

### NEW BUILDINGS - COMMUNITY BARN

1. Site work - Utilities, sewer, excavation & backfill
2. Foundations / Foundations / masonry veneer
3. Hazard Timber Frame 50' x 100'
4. Siding
5. Roofing
6. Insulation / finishes
7. Mechanical
8. Electrical
9. Plumbing
10. Fire Protection
11. Furnishings / Fixtures
12. Contingency at 20%

\$	250,000	\$	250,000
\$	372,400	\$	372,400
\$	238,000	\$	238,000
\$	75,000	\$	75,000
\$	125,000	\$	125,000
\$	125,000	\$	125,000
\$	60,000	\$	60,000
\$	45,000	\$	45,000
\$	65,000	\$	65,000
\$	10,000	\$	10,000
\$	50,000	\$	50,000
\$	232,250	\$	232,250
\$	1,599,630	\$	1,599,630

Sub-Total Building \$

\$ 3,896,680

\$ 4,843,779



PRIEST FARM



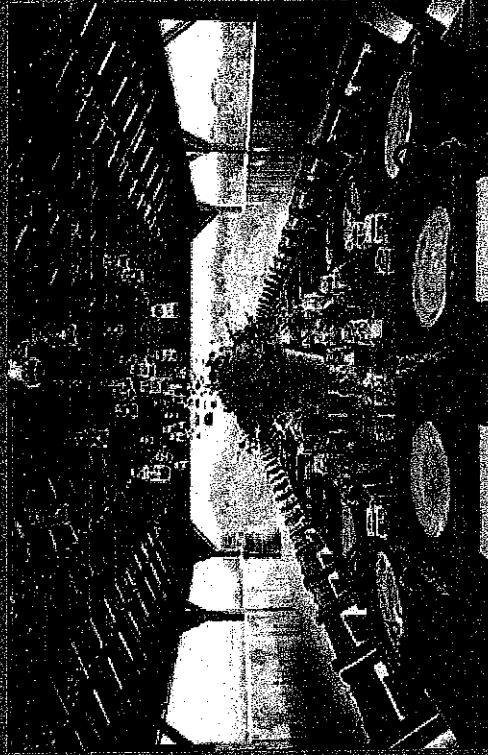
# Exhibit A

## BUILDING A SUSTAINABLE OPERATION

- Establish Use Parameters for Events
- Market Event Calendar
- Promote Community Spaces
- Equip Commercial Kitchen
- Create Food Safety Protocols
- Formalize Relationship w/Museum Operator
- Conduct Market Study for Food Hub

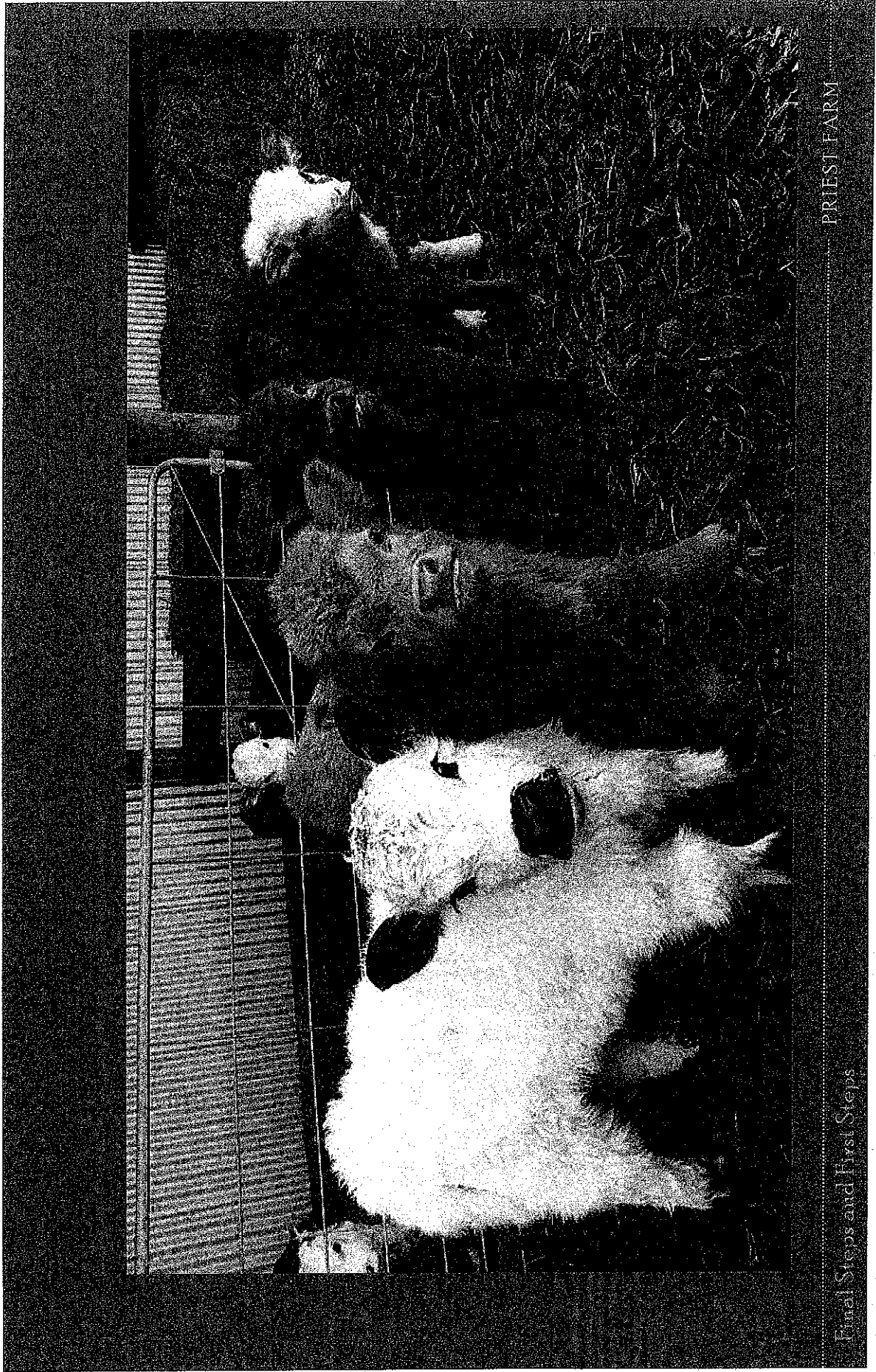
\$ 2,000  
 \$ 10,000  
 \$ 2,000  
 \$ 100,000  
 \$ 2,000  
 \$ 2,000  
 \$ 15,000

\$ 133,000



PRIEST FARM

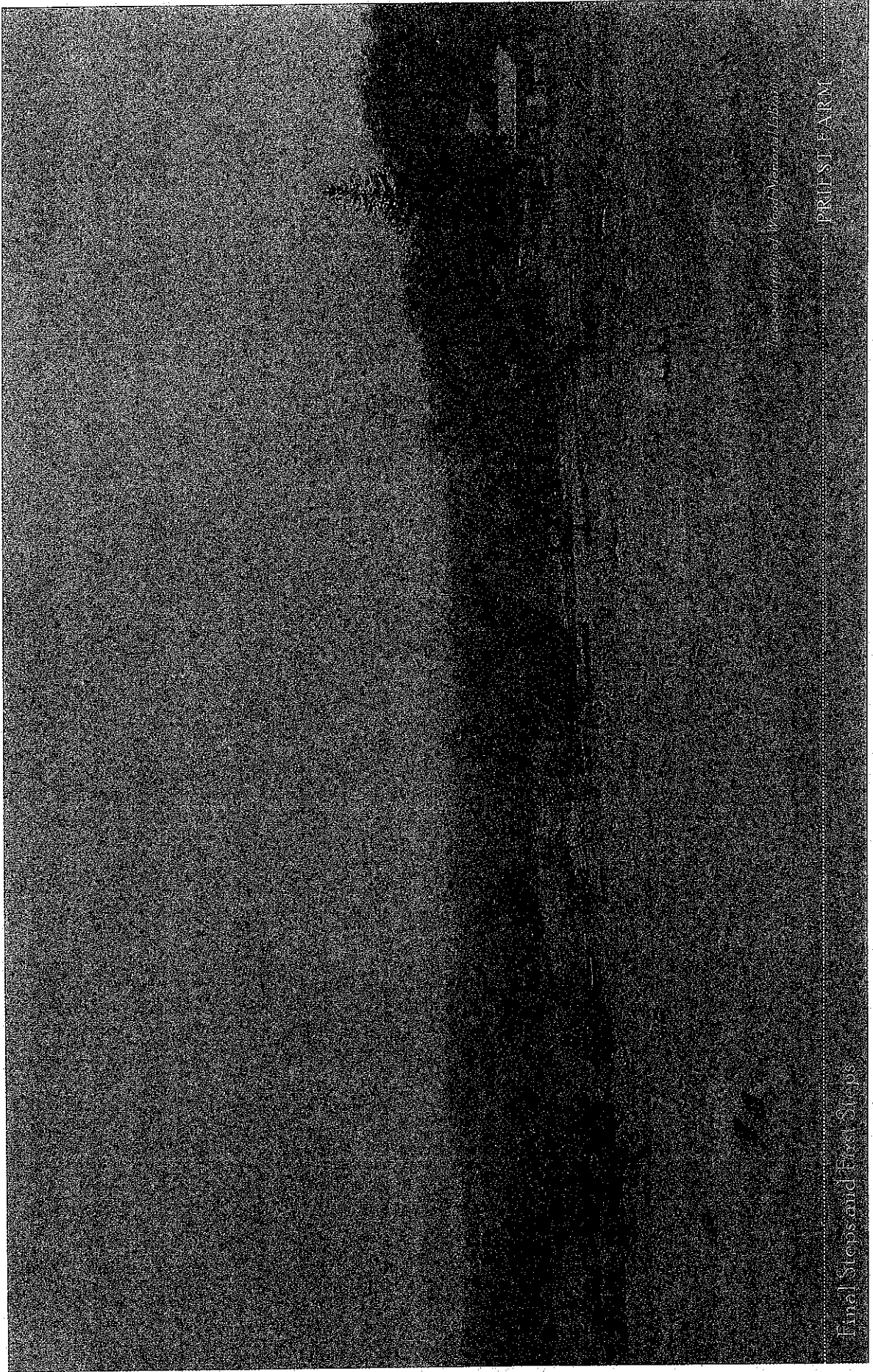
Exhibit A



PRIEST FARM

Final Steps and First Steps

Exhibit A



Final Steps and First Steps

PRJEST EARN