



STEELE FARM ADVISORY COMMITTEE
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Edward Whitcomb, Chair Bruce Hager Jeanne Steele Kangas James Moss

**Steele Farm Advisory Committee
Meeting Minutes of July 21, 2016**

The meeting was called to order at 7:05PM by Chair Ed Whitcomb. Attending were members Bruce Hager, Jim Moss, Ed Whitcomb and BoS liaison Bob Stemple. Absent was Jeanne Steele Kangas.

- Minutes of the June 21 and May 24 meetings of the SFAC were read and unanimously accepted.
- Farmhouse Restoration Project : Ed Whitcomb reported that the Boxborough Historical Society, Inc. (BHSI) has received over \$20,000 in pledges so far to the project, of which \$10,000 has already been collected.
- The SFAC voted unanimously to commit \$3,000 from the Steele Farm Revolving Fund, which would be combined with \$7,000 of the funds already collected by BHSI and gifted to the Town for the purpose of compensating Red Hawk Studio for preparing a detailed estimate of the cost of repairs to the farm house. This recommendation will be presented to the BoS at its August 8th meeting.
- Staircase to Barn Loft: the committee agreed that a staircase would provide safer access to the barn loft, where several groups presently store equipment and supplies. This would be constructed in the center rear of the building. Ed Whitcomb agreed to research cost and report to the committee.
- Ed Whitcomb relayed a request from BHSI that two 11” by 17” signs supporting the farm house restoration project be placed on the barn and farm house, along with a leaflet holder for the duration of the two-year fund-raising campaign. The SFAC voted unanimously to recommend this to the BoS on August 8.
- The Blanchard Memorial PTF board has requested that Steele Farm be made available for a homecoming bonfire, to be held at the end of September. After some discussion the committee agreed that certain concerns would be raised to the BoS at such time as that board may discuss this proposed event:
 - The designated bonfire location must be used.
 - There should be no open fire if the drought persists, or as specified by the Boxborough Fire Dept.
 - The group must rent sufficient portable toilets to support the expected group.
 - Two firefighters must be present (or as specified by the BFD).
 - A police detail should be present to manage parking and traffic.
 - The group must return the area to its previous state following the event (police debris etc.)
- Pursuant to a memo from the Town Planner regarding implementation of the Steele Farm Management Plan, there will be further discussion at the August meeting of the SFAC. Bruce agreed to work on a draft of a Haying schedule for the Steele Farm hayfield.
- Following a suggestion by Owen Neville at the June meeting, regarding the possibility of providing a more permanent solution to toilet facilities at Steele Farm in the form of a composting toilet, Bruce reported the results of a brief investigation of costs and maintenance requirements, suggesting that at this time the burdens of such a facility would outweigh the benefits. For the present time the use of portable toilets as required seems like the best approach.

- Jim Moss raised the point that the camping policy has not been revised in many years and should be reviewed. This will be discussed further at the August meeting.
- There was a discussion of whether the Town should adopt a fee schedule for group events at Steele Farm, and how neighboring towns are dealing with this. Jim Moss will investigate and report at the August meeting, when the SFAC will discuss possible recommendations to the BoS.
- It was agreed that the next meeting will be held Thursday, August 18 at 7pm.

The meeting adjourned at 8:55 PM.

Respectfully submitted,
Bruce Hager, clerk