

TOWN OF BOXBOROUGH
Steele Farm Advisory Committee
Meeting Minutes of November 24, 2015

Meeting was called to order by Chair, Ed Whitcomb at 7:05 PM at the Town Hall. Attending members were Jeanne Steele Kangas, and Bruce Hager.

Minutes. The Minutes of our October 20, 2015 meeting were adopted with one change, as to the location of our meeting—at the Museum, not the Town Hall.

Barn restoration project update. The Kneeland Construction Corporation of Medford, MA is almost done. We did obtain the Special Permit from the ZBA for the work to be done within the 100' boundary of the wetlands. Building Inspector David Lindberg issued to the vendor a punch list of items to be completed.

Christmas tree sale on December 5th. An email to the Friends of Steele Farm to notify them of our Sale, and to request their help was sent Jeanne. We need 2 at the greeting table, 2 driving the tractors with trailer, 1 in lower field, 1 in upper field each with 2-3 bow saws, and 2 to help load trees. Jeanne to send another email blast to Friends. Ed will seek some bow saws from the Conservation Commission. Volunteers to meet at 8:30 at the barn. Checks to be payable to "Town of Boxborough". We need paper cups for the hot cocoa, and tags for the trees and twine for the buyer's. The sale is 9 to 3.

Fall Volunteer Day.

- December 12th could be a good time for our Friends to help clean the gutters, and winterize the farmhouse cellar, among other tasks.

Budget.

We want to preserve and maintain the Farmhouse, and to consult with the Historic Commission if we decide to replace the roof shingles. Our FY2015 budget was \$1,500. The tree sale should increase our revolving fund. Budget for FY2016 is still \$1,500: \$500 each for Buildings & Maintenance, Grounds Maintenance, and Utilities. We will develop a capital budget for the farmhouse, also.

New Business.

- Videotaping our meetings was raised by Bruce Hager but we decided not to do it.
- Bruce mentioned that TTOR's Sally Naser met with Ryan Pennesi, the video cam fellow, about hosting his wildlife trail camera project at Steele Farm.
- The status of the Kingfisher bird project of Leone Brown was raised by Bruce, who will inquire of her.

Next Meeting. Tuesday, December 22nd at 7:00PM at Town Hall.

Adjournment. The meeting adjourned at 8:30 PM.

Jeanne Steele Kangas, Clerk

VOTED: February 23, 2016