

**Meeting Minutes for the
7:30 PM, 02/19/19 Meeting
of the Stewardship Saturday Sub-committee**

Members Present: Todd Gelston, Sue Merrow, Paul Sienna

Members of the Public Present: None

AGENDA

For the
02/19/19 Stewardship Saturday Sub-committee Meeting
7:30 PM at the home of Todd & Charlotte Gelston, 50 Bogel Road, East Haddam

1. Call to Order
2. Review and discuss plans for the 4/13/19 “Stewardship Saturday”
3. Generate and assign Action Items
4. Schedule the next meeting

DISCUSSION

Meeting called to order at 7:36 PM.

The meeting stated with these questions:

- A. What are the intended hours of the Event?
- B. Which parcels are we to work? Priority 1 Parcel and a Priority 2 Parcel
- C. What is the work that is to be done on these parcels?
- D. How many people do we expect to participate?
- E. What are the Food and Beverage Plans?
- F. What are the advertisement/communication plans?

Answers to Questions:

- A. The attendees agreed to 9:00 AM to 12:00 Noon for the Work. 12:00 Noon to 1:00 PM for Lunch.
- B. After some discussion, the attendees chose the Roaring Brook Preserve as Priority 1 and the Hatch Lot as Priority 2. This choice was driven by the possibility that more people than work might arrive and the extra people will be sent up to the Hatch Lot (which is near) to maintain the existing trails there.
- C. The work to be done is :
 1. Mark Boundaries. - 4 Crews of 2 to 3 people each including a CC Member as a Guide
 2. Mark and Clear Trails – Mark according to the ribbons and clear the trails guided by the ribbons. – At least 2 Crews of 4 to 6 people each including a CC Member as a Guide
 3. Paint the trail markers. – 2 to 3 people.

D. Estimate and source of people participating:

- a. Boy Scouts - 6
- b. Land Trust - 6
- c. Conservation Commission - 6
- d. East Haddam citizens - 6
- e. Youth and Family Services - 6

Total Estimate of 30 people

- E. The Food and Beverage Plan could be interesting. As people arrive they will be given an order form for what grinder/submarine/sandwich they want for lunch. The attendees thought that the Westchester Market and/or the Hadlyme Country Store could make the sandwiches on order. We will provide the water or soft drinks, chips and our special very famous Charlotte's brownies.
- F. We will advertise the Event in the East Haddam News, the East Haddam Quarterly Magazine, Town Web Site and roadside signs.

Action Items:

1. Reconnoiter the Roaring Brook parcel for Safety and Accessibility concerns, i.e water crossing -- Rob Smith, Paul Sienna
2. Reconnoiter and estimate the parking capacity - Rob Smith, Paul Sienna
3. Flag the Trails - Rob Smith
4. Develop an Advertisement and Notice Plan - Todd Gelston
5. Develop and execute the Food and Beverage Plan - Sue Merrow
6. Sample the potential sandwich suppliers - Paul Sienna, Todd Gelston, Sue Merrow
7. Obtain the real legal liability release forms - Todd Gelston
8. Develop a Tool Plan - Rob Smith, Paul Sienna
9. Obtain 4 copies of the property map - Sue Merrow - **DONE**
10. Get Tables and Chairs from somewhere - TBD
11. Schedule the placement of a portable toilet - TBD

The meeting was adjourned at 9:06 PM.

Meeting Minutes written by Todd Gelston.