



TOWN OF MIDDLEBURY

Land Preservation & Open Space Acquisition Commission

MINUTES

Land Preservation & Open Space Acquisition Commission Meeting Wednesday, June 2, 2021 – 7:00 p.m. VIA ZOOM

Present: Paul Bialobreski
Jim Lawlor
Ray Pietrorazio
Doug Veillette
Malcolm Todt
Anne Paolino

Also Vin Cipriano, Board of Finance Liaison
Present: Katie Burdick, Recording Clerk

Absent: Paul Bialobreski
Ericka Carrington

Call to Order with Pledge of Allegiance

The meeting was called to order at 7:01 p.m. by Mr. Veillette with the Pledge of Allegiance.

Approval of April 7, 2021 Meeting Minutes

Mr. Lawlor MOTIONED to approve the minutes of the May 5, 2021 meeting; SECONDED by Mrs. Paolino. Unanimous approval.

Old Business

Update on Town's Charitable Trust Creation-

Mr. Lawlor updated the commission on the process of creating a charitable trust. Mr. Lawlor explained that there are two pieces of the process they are working on. The first is the 501C qualification to be approved by the IRS. This would give the status to take property and offer a tax exemption for those donating & making gifts. Mr. Lawlor explained that the process could take about 2-3 years, however it would work retroactively from the time of submission. Mr. Lawlor explained that the accountant, John Zinno, is currently working on it. The second being the trust agreement, which is also being worked on by the lawyers. Mr. Lawlor will keep in touch with both of them and give an update in a few weeks.

Fundraiser for Fenn's Farm Cupola

Discussion tabled until next meeting

Fenn's Farm update from Chairman Doug Veillette

Mr. Veillette gave a brief update to the commission of the list of items that need to be addressed at Fenn's Farm. Mr. Veillette stated there was a carpenter ant issue that required an

exterminator. Mr. Veillette also acknowledged a barn door that is settling and some of the older wood that would need to be addressed in the future. Mr. Veillette stated these items will have to be price quoted for the work to be done and replaced.

Mr. Veillette also updated the commission on the pending engineer report about where the shoreline will run onto the property and if it would disrupt any bushes or other items. Mr. Veillette acknowledged the need to keep the ditch clear with annual maintenance and weed whacking to keep the area clear.

New Business

a. Budget - \$8000 allocated for fiscal year

- **General estimates for Commission business and mission**

Mr. Veillette discussed the budget line item for the Commission from the town was \$8,000.00 for the year. He stated these funds would include for fees for the typical annual maintenance of Fenn's Farm and/or other projects the commission intends to complete. A brief discussion ensued about starting to think about how these funds should be allocated and split. Mr. Veillette suggested for the commission to begin thinking of how and how much of these funds should be put towards a marketing campaign for the commission and other types of resources to maximize the commission's efforts. Mr. Veillette suggested a reasonable split of \$6,000.00 and \$2,000.00 splitting the funds tentatively and Mr. Todt concurred that it would be a responsible tentative guideline.

- **Fenn's Farm**

The historically annual expected expenses for the maintenance on the farm were approximately \$2,750.00 from the \$8,000.00 budget.

b. Public Awareness/Marketing Campaign

Mr. Veillette suggested the group start to think about having someone to take the lead and to communicate with the town to make sure they align with the charitable trust restrictions.

Mr. Lawlor suggested to check with the town, as they may already have someone or employ marketing services they could also take advantage of.

Mr. Veillette asked to Mr. Lawlor if he was aware of any legal limitations that the commission should be aware of. Mr. Lawlor suggested they need to find out the legal limitation of the charitable trust and avoid and violations of the IRS codes. Mr. Lawlor suggested the commission further discuss their mission and what they intend to accomplish as a group. Mr. Lawlor stated once something is drafted they can have it reviewed by the legal team to make sure it is within limitations.

Public Comments

Robert "Robin" Fenn, of 55 Artillery Road Middlebury, Ct 0676, stated that the Commission should proceed with their idea of preparing a pamphlet or other materials to showcase Fenn's Farm and the future changes the Commission intends to implement. Robin Fenn stated it would help to raise awareness to the public on the items they plan to update.

Robin Fenn stated he would like the commissioners to come and spend time on the property to see firsthand on what is there and what needs to be done.

Mr. Veillette stated the property is very impressive and he would like to set a date to have the Commission visit the Farm as a group.

Adjournment

Mr. Todt MOTIONED to ADJOURN the meeting at 7:21 p.m.; SECONDED by Mr. Lawlor. Unanimous approval.

These minutes are submitted subject to approval.

Respectfully submitted,

Katie Burdick

Katie Burdick
Recording Clerk