

**BROOKSIDE FARM MUSEUM
REGULAR MEETING MINUTES
FEBRUARY 22, 2023**

RECEIVED FOR RECORD
EAST LYME, CT

2023 FEB 28 P 4: 03

Carroll Hillier
TOWN CLERK

Present: Robert Seifel. Chairman
Richard MacDonald
Maggi Prokop
Cheri Meier

Also Present: Donna Massung

I. CALL TO ORDER Chairman Seifel called the February 22, 2023 Brookside Farm Museum Meeting to order at 7:07 p.m.

II. APPROVAL OF MINUTES. Mr. Seifel asked for additions, deletions or corrections to the Brookside Farm Museum Minutes of January 25, 2023.

The following correction was noted: On page 2, Motion 2, Ms. Meier's name was misspelled.

MOTION (1): Ms. Prokop moved to approve the January 25, 2023 Brookside Farm Museum Minutes, as amended. Seconded by Mr. MacDonald. (4-0) Unanimous

III. REPORTS

a. Agenda Additions.

MOTION (2): Ms. Meier moved to add to this evening's Agenda under Old Business. Roof Cleaned and Condition of the Picnic Table. Seconded by Mr. MacDonald. (4-0) Unanimous.

b. Public Delegations. Ms. Massung reported the following events have been planned for the house

April 22, 2023 Spring Clean-up Day from 9 a.m. to 12 noon (rain date April 23, 2023) A truck will be needed for Spring Clean Up Day.

June 10, 2023 Open House Day 11 am. To 2 p.m.

August an Evening of Music (date and time to be determined)

September 17, 2023 Trivia Night (time to be determined)

October 21, 2023 S'mores and Stories 1 p.m. to 3 p.m. (rain date October 22, 2023)

December 10 Holiday Open House 1 p.m. to 4 p.m.

c. Ex-Officio. Mr. Cunningham was unable to be present and there was no report.

d. Curator.

1. Advertising. Ms. Meier reported Mr. Spencer suggested posting on INDEED for a Curator. He also suggested contacting local colleges. Ms. Meier will look into that. Ms. Massung had it posted on CHLO. Ms. Meier submitted information on this Commission's Mission in the Post Road Review and asked for volunteers who are interested in historical properties. She added It should appear in the March issue of the Post Road Review.
- e. Chairman Mr. Seifel reported money has been set aside for painting the house.
- f. Financial
 1. Status Update. Mr. Seifel reported the remaining amount in the Brookside Farm Museum budget is \$8,953.38.
 2. Presentation of Bills. Mr. Seifel reported a NEMA bill for renewal of membership in the amount of \$25 has been submitted for payment.
 3. 2023/2024 Budget. Mr. Seifel reported the Brookside Farm 2023/2024 budget has been submitted.
 4. Collections. Ms. Massung showed photos of a butter churn donated by Mr. Machuga. She suggested that the Commission accept it. It is dated 1900-1975 and in good condition.

**MOTION (3) Mr. Seifel moved to accept the butter churn from Steven Machuga.
Seconded by Mr. MacDonald. (4-0) Unanimous.**

- g. Correspondence. Mr. Seifel reported on letters dated April 28 and 29, regarding the 42nd Storytelling Festival to be held in New London.

IV. OLD BUSINESS

- a. Property Maintenance
 1. General Maintenance Report.
Roof Cleaned and Condition of the Picnic Table. Ms. Meier contacted Ron Bence to discuss the condition of the Brookside Farm Museum roof. He agreed to contact a roofer. He informed her, it will be taken care of and the house will be painted. She also felt the picnic table should be replaced.

Ms. Meier reported she has begun work in the garden. Ms. Meekoff will give us ideas on the type of plantings needed. Ms. Massung gave information on suggested native plants and herbs received from a Master Gardener.

Ms. Meier received a bid for handrails to go down to the basement and up to the attic. She received an estimate from Tim Forsyth in the amount of \$600.

MOTION (4): Ms. Prokop moved to hire Tim Forsyth to install railings for the basement and attic. Seconded by Mr. MacDonald. (4-0) Unanimous.

- b. Museum Development. (See public delegations).
- c. Events. (See public delegations).

V. NEW BUSINESS

- a. Barn Rentals. Ms. Meier reported on barn rentals on May 19 and June 24. She stated the barn needs to be cleaned. She added some of the chairs are in poor condition and need to be replaced. She suggested that the rocking chairs be placed in the barn.

She would like to advertise that the barn is available for rentals.

- b. NEMA and CHLO. Ms. Massung submitted an advertisement for a Curator on the CHLO websites.
 - 1. Web page, Facebook and Administrator. Ms. Meier asked that the Curator position be advertised on the town website.
- c. Historical Properties Commission. Ms. Prokop reported a grant was received for the Samuel Smith Farmstead. They will need to hire a Structural Engineer. They have 36 community gardens.

IV. ADJOURNMENT

MOTION (5): Ms. Meier moved to adjourn the February 22, 2023 Brookside Farm Museum Regular Meeting at 8:15 p.m. Seconded by Ms. Prokop. (4-0) Unanimous

Respectfully submitted,

Frances Gheri, Recording Secretary