



**TOWN OF BOXBOROUGH  
NOTICE OF PUBLIC MEETING  
Meeting Minutes**

**BOARD/COMMITTEE:** Steele Farm Advisory Committee

**MEETING DATE:** January 7, 2023

**TIME:** 4:05 p.m.

**PLACE:** Location, including street address

**Zoom**

**Members Present:** John Skinner, Chris Hydak, Melissa MacGillvray

**Members Absent:** Jeanne Kangas

**Other Attendees:** Owen Neville

- 1 John Skinner motion: “I nominate Arden Veley to be the new Clerk”. Seconded by Chris Hydak. Motion passed unanimously.
- 2 Discussion regarding the possibility of appointing an “associate member”: Neville explained that certain town committees have in their role descriptions the position of “associate member” and the role they play. Since there is no role description regarding an associate member in the Steele Farm role description, that we should not vote at this time for an “associate member”. The SFAC felt that when Kangas was able to join us, we could bring this topic up again.
- 3 Phase II application to Community Preservation Committee: The Community Preservation Committee unanimously approved that a warrant be written up asking for \$310,000 to repair the outside envelope of the Levi Weatherbee (Steele) Farmhouse. The actual warrant will be written by the CPC. The SFAC is responsible for writing up the synopsis that will accompany the warrant, of why the CPA money is needed. Veley will ASAP write up a suggested synopsis and have it edited by the SFAC before submitting it to the Town. The Boxborough Historical Society, at its meeting on 1/22/23 has on its agenda the possibility of starting a mail capital campaign for Phase II as they did for Phase I. If the BHS does start a mail capital campaign, members of the SFAC suggested that the BHS put signs up promoting Phase II. These signs would be posted by the BHS on the house, barn. Skinner suggested that the large kiosk was also a good site for promotional signage. Also, the BHS at this meeting may approve the “re-hanging” at Sargent Library for the month of May, all the photographs from the Steele Farm photo contest that were hung in the library in 2018, before the Phase I town meeting. Hydak will look into writing an article regarding the Steele farmhouse for the Bee. Veley will look into the possibility of writing an article regarding the Steele farmhouse for the Buzz.

- 4** Old business: Veley mentioned that the SFAC voted a certain sum to buy three foot Christmas seedlings to be planted this coming spring. MacGillvray thought the sum was \$800. Veley thought that before planting the seedlings in the spring, a work party needed to cut out all the old cut Christmas tree stump close to the hay field. Regarding putting a hand pump in the stone lined well in the hayfield, Neville explained that he would contact the Littleton Electric Company and ask if they would volunteer to drill the hole needed in the well cover, in order to hook up the pipes to the pump. MacGillvray asked what is the status of the leaking farmhouse roof. Neville explained that the Town Manager and the DPW head inspected the roof and felt that the leaks were due mainly to the ferocity of a certain rainstorm in December and apparently that the roof was mainly sound. Veley, who examined the roof after this rain storm with Hydak and Neville, feels that even in a regular rainy period there are substantial leaks. Even if the Town votes money for a new roof in May, it would be a long period, due to bidding rules, before a new roof would be put on the farmhouse. Veley will e-mail the Town Manager and ask him if he would give his take on the roof.
- 5** The next SFAC meeting will be on Saturday, Feb. 11 at 4:00 p.m.
- 6** Adjournment: Motion Hydak to end the meeting at 5:05 p.m. Seconded by MacGillvray. Passed unanimously.