

Chaplin Bicentennial Arboretum Commission  
Special Meeting Minutes  
May 12, 2026

1. The meeting was called to order by Chair Helen Weingart at 3:23 PM. Also present were members Dave Stone and Leslie Ricklin.
2. Approval of April 28, 2026 minutes: Dave moved and Leslie seconded to approve the minutes as **amended**: under 7b Plan next steps for Pathway Project, Helen presented a Pollinator Plant List including bloom time and color. Also, under 7b, Dave amended his statement to be: Moved that up to \$6,000 be expended for Phase I of the project which includes trees, shrubs and other plantings between the state right of way and the pathway. Motion to approve meeting minutes with amendments carried.
3. Review final draft of updated Arboretum Ordinance: the Commission participated in and approved the revision of the ordinance to be brought before the Board of Selectmen and taken to a town meeting for final approval.
4. Review of approved Pollinator Pathway colored plan from Earthtones: Three copies will be printed and placed at the Library, Senior Center, and the Town Hall. A fourth copy will be laminated and placed in the kiosk in the Town Hall parking lot. All copies will be 24"x 36". Helen moved, Leslie seconded to approve up to \$400 to make these copies. Motion carried.
5. Plan for sharing plans with the community: besides the 4 distributed copies, Dave will put the colored plan on Google Groups. Helen will contact the First Selectman for permission to put a copy in the kiosk.
6. Update on preparing and mapping the planting site noting volunteer hours:  
**Please see Dave's email attached to the minutes.**
7. Next steps for site preparation, planting, and need for volunteers: Dave presented a list of trees and shrubs from Earthtones. Given an estimate of \$9,000 to cover these, Dave moved, Leslie seconded to approve an additional \$3,000 (see # 2 above). Motion carried. Dave has consulted with Lisa at Earthtones about preparing the space for planting. The goal is to start planting within the next 4 weeks.

The list of Trees: 3 grey birch  
1 white oak  
6 red cedar

Shrubs: 18 bayberry  
21 St. John's Wort  
9 common juniper

13 beech plum  
20 black haw

8. Schedule work party to complete mulching, weeding, replacing plaques.  
Helen will be replacing the plaques with help.  
Dave said he'd finish the mulching of the 3-4 remaining trees.
9. Next meetings: Special meeting on July 21, 2026 at 3:00: items for that agenda include replacing Arboretum T-shirts and replacing trees: redwood, magnolia; shrubs: spice bushes  
The next regular meeting is on August 25 at 3:00 with focus on Chaplin Day.
10. Meeting adjourned at 4:27.

Respectfully submitted,

Leslie Ricklin, Secretary

Good morning,

## DPW Report

On Thursday, 5/7 DPW spent 2.5 hours (7.5 total man hours) beginning the layout and grade determinations of the pathway project as requested. You'll find that the location of the patio is staked out with preliminary pathways connecting the patio to the proposed new sidewalk coming soon through the soon-to-begin connectivity project.

Please note that under current conditions, I've identified that a 5% slope (as shown on the plan provided by Earth Tones) on the pathway that connects the sidewalk by the road on the east side of the project is unachievable with existing grades. We are at 5.39% overall. ADA compliance is 5% or less. This means that if you wanted all paths to be ADA compliant, we'd have to adjust the plan and move the proposed path north roughly 10-14 feet where it intersects the sidewalk.

With the other pathway being 2% or less, an ADA compliant path through the project will be achieved, just not the one path on the southeast side.

In my opinion, because .39% here calculates to only 4" of elevation, we are real close, rather than changing the plan, I will change (raise) the grade of the proposed concrete sidewalk. I checked the plans for the connectivity project and changing that now will not affect that project or those bids because the concrete sidewalk is to be constructed "at grade". We're just going to change where "at grade" is to make this all work. I also checked to ensure changing the grade here will not affect drainage within the states ROW – we're good – especially because the plan shows for a pervious snow shelf along the road.

So, achieving everything that everyone needs without going back to the drawing board with the final plan will take a bit more work and material from DPW but not bad at all. We have the materials needed in stock and labor will be roughly 6 more additional man hours.

Once that's completed, we'll work on grading that 5% path next week and adding material as needed for grade throughout the project.

Lisa is pulling the planting stock now, I'd say we are a couple weeks from getting some trees and shrubs in the ground. DPW will install the oversize trees and we'll need volunteers with the rest.

Happy Friday!

***David Stone***

**Supervisor, Chaplin Public Works**

**Tree Warden, CT Lic. Arborist S-4582**

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