

MEMORANDUM OF UNDERSTANDING BETWEEN
Bristol Parks and Recreation
(The City of Bristol)
AND
Environmental Learning Centers of Connecticut
(ELCCT)

Purpose

This Memorandum of Understanding (MOU) sets the responsibilities of The City of Bristol and ELCCT required for the opening and perpetual maintenance of The Pigeon Hill Preserve, specifically the two parcels of land owned by The City of Bristol that abut Shrub Road. The responsibilities are derived from the projects detailed in the Pigeon Hill Habitat Management Plan. This list is subject to change. The purpose will be accomplished by undertaking the following activities:

City of Bristol Responsibilities Prior to Opening

1. Create and install a Pigeon Hill Preserve sign at the main entrance of the preserve on Shrub Road. The sign should match other Bristol parks and will include language required by the State of Connecticut as per the Open Space Grant.
2. Purchase and install an approximately 30-foot-long metal gate across the driveway that will be used to prevent vehicles from driving past the parking area and accessing the interior of the preserve.
3. With assistance of ELCCT staff and volunteers, install a rustic style split-rail fence between the field and sidewalk along Shrub Road and up both sides of the driveway to the gate identified in item #2, preventing vehicles from driving into the fields and allowing for walk-in access. ELCCT will cover the initial material expense. Future maintenance will be the responsibility of the City of Bristol. The fence will be installed after the sidewalks have been constructed.
4. Purchase and install regulatory and interpretive signage on the city-owned parcels selected and/or designed jointly by ELCCT and the City of Bristol.
5. Participate in the opening of the Pigeon Hill Preserve to the public. The tentative opening date is on Earth Day, April 22nd, 2023.

City of Bristol Annual Maintenance Responsibilities

1. Mow/trim along the fence and sidewalk adjacent to Shrub Road and along the Pigeon Hill driveway (main entrance) bi-weekly or as needed to maintain a pleasant appearance.
2. Maintain a lawn through biweekly mowing (as necessary) around the parking area and around the foundation of the old farmhouse to maintain a pleasant appearance and to keep interpretive signs visible. The area to be maintained is yet to be determined but will be similar in size to the area currently established as lawn by the previous landowner.
3. Maintain a trail through the proposed wildflower field that will run from Oak Hill Drive to the main entrance parking area and thence to the base of the esker by mowing an approximately 5-foot-wide path following the trail blaze posts established by ELCCT. The trail may require biweekly mowing. Mowing can begin after the grand opening in 2023.
4. Provide winter maintenance of sidewalks along Shrub Road and driveway to the gate by shoveling/plowing.
6. Provide long-term maintenance of the driveway, sidewalks, gate, and fence. This includes filling potholes and other driveway repairs, keeping the gate functioning normally, and replacing rotted or broken fencing.

ELCCT Responsibilities (as per the Pigeon Hill Habitat Management Plan)

1. Establish a wildflower meadow in the front fields adjacent to Shrub Road which involves tilling, seeding, and mowing.
2. Collaborate with the City of Bristol on the design and installation of interpretive signs and maps on the city-owned parcels.
3. Establish trail through the front field that will run from Oak Hill Drive to the main entrance parking area by clearing vegetation and erecting trail blaze posts.
4. Work with the City of Bristol to install a split-rail fence along Shrub Road and driveway.
5. Remove debris from front field to eliminate all foreseeable hazards prior to mowing.
6. Provide an initial mowing of the front field in 2022 to control invasive plant species.
7. Mow half of the front field adjacent to Shrub Road each year to maintain a diversity of habitat as per the management plan.
8. Create the parking area by painting lines and installing a handicapped parking sign.
9. Manage invasive plants along the main trail and front fields using mechanical protocols and herbicide protocols (with protocols approved by The City of Bristol).
10. Install nesting boxes as appropriate.
11. Improve habitat in Management Area #4- Interior Field with mechanical protocols and plantings and mow it every 4 years.
12. Work with the City of Bristol on a grand opening of the Pigeon Hill Preserve.

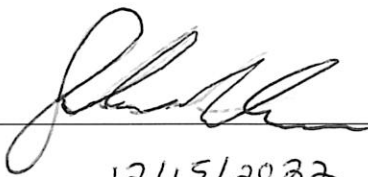
Evaluation

Representatives from The City of Bristol and ELCCT agree to meet, initially, at least once annually to review this MOU and the Pigeon Hill Habitat Management Plan. Any changes deemed necessary to either the MOU or the Pigeon Hill Management Plan will be in writing by mutual consent of the City and ELCCT.

Duration

This MOU is being developed in the spirit of collaboration and shall become effective upon signature by the representatives of The City of Bristol and ELCCT. This MOU will remain in effect until modified in writing by any one of the users by mutual consent.

Signatures


Date 12/15/2022
Joshua Medeiros
Superintendent
Bristol Parks and Recreation
51 High Street
Bristol, CT 06010

Date _____
Scott Heth
Executive Director
Environmental Learning Centers of CT
501 Wolcott Road
Bristol, CT 06010