



Dear fellow barn savers:

Thank you for taking the time to learn how to help document our state's unsung hero: the historic barn. Along with this letter you will find a couple of things that will help. The first is a copy of the 'windshield survey' form. You can make copies of this sheet for your convenience, you can download more on our website: [www.connecticutbarns.org](http://www.connecticutbarns.org) or you can simply keep it for reference. The second is a letter to give to barn owners. Also included in the packet are a sample volunteer timesheet (required by the state), a booklet with pictures and vocabulary and a letter of commitment to sign.

The following are some tips to keep in mind while making a difference:

**Bring a friend.** There is safety in numbers, particularly when driving around looking for barns. While your friend drives, you can have your full attention on the hunt, rather than balancing your attention between driving and searching. And when you are in the midst of taking a photograph, your friend can keep an eye out for traffic.

**Stay on public property.** Unless you know the owner of the barn, please stay on public property. From public property, we are allowed by law to take any photograph we wish; from private property, taking a photograph without permission is breaking the law.

**Be safe.** Remember this is the first level of survey for this project. PLEASE, even if you know the owner of the barn and can get inside, do NOT climb rafters to get a better interior shot. Be extremely careful around rotting floors. I have seen colleagues go right through seemingly sound wood floors. I can't express enough the importance of being safe by not putting yourselves in compromising positions.

**Take smart photographs.** Remember, the best photograph reveals the most information. A context shot,  $\frac{3}{4}$  view, a front and a side view should be all you need, but you can take up to five photographs. If you see an interesting detail, use your zoom. Try to take photographs at 300 DPI.

**Document the photos correctly.** After you download the photographs to the hard drive of your computer, you need to rename them. The proper order for information on each picture is: town, street name, street number, your initials, what number picture. For instance, if I took 2 photographs of 940 Whitney Avenue in Hamden, I would document it thus: Hamden, Whitney Avenue 940 TL 1 AND Hamden, Whitney Ave. 940 TL 2.

This will be the first comprehensive state wide survey of barns in the country and could well have impact on federal and state policy and funding for farms and barns. Adaptive re-use/mixed use historic tax credits will pay a role in finding viable new uses for our barns while other sources of funds will help farmers retrofit older barns for modern uses. Historic preservation is our best TOOL to encourage investment in historic buildings so they remain useful while making visible the rich history and culture of Connecticut.

Todd Levine  
Director, Historic Barns of Connecticut

A handwritten signature in blue ink that reads "Todd Levine". The signature is stylized and fluid.