

## MINUTES

Meeting of the Parmelee Farm Steering Committee

Thursday December 1, 2011 - Killingworth Town Hall

The following committee members were in attendance: Christine Cronin, Bruce Dodson, Terry Doyle, Linda Dudek, Tim Gannon, Joseph Hutchins, Peg Scofield.

Absent: Doug Ewers, Karen Milano, and Richard Pleines.

Visitors: Robert Broach, Dave Gumbart, Spencer Gumbart, Cathy Iino.

Tim Gannon called the meeting to order at 7:05 p.m. and welcomed the visitors.

Terry Doyle moved to accept the minutes from the meeting of November 3, 2011, seconded by Peg Scofield, passed. Christine Cronin abstained.

Peg Scofield moved to accept the minutes from the special meeting of November 19, 2011, seconded by Terry Doyle, passed. Bruce Dodson abstained.

Spencer Gumbart then gave an update on his Eagle Scout project (location and removal of invasive plant species from the farm). He reported that there is one more area where invasive plants need to be removed. This is the area behind the stone wall near where the foundations have been put in for the reconstruction of the schoolhouse. He will go with a group of scouts and cut out all of the plants. He will also work on some visual aids using photos and the trail map to be placed on the kiosk identifying the invasive plants found on the property. He will make sure that the committee gets a copy of the project plan that he must submit to the scouts in January. Peg Scofield asked him to send her some photos and a brief synopsis of the project so that she can include it on the farm's web site.

Tim Gannon then gave an update of Ethan Drain's Eagle Scout project. (work on the path to the middle school) Ethan will try to get the work on culvert on the path done this coming Saturday. If he cannot get it done Saturday (before the tree lighting) he will cordon off that area.

Terry Doyle reported that Matt McCann's Eagle Scout Project to build a crossing from the field behind the pole barn to the south field has been approved by Inlands Wetlands.

Tim Gannon said that Jim Lally has completed the schoolhouse foundation work. In the future the committee must decide on the foundation facade material – brick or stone. There was a brief discussion on this. The Building Department needs to get Doug Williamson's paperwork re: insurance before he can start. Tim stated that Doug had given him 3 possible start dates 2 in December and one in January this depends on how some of his other jobs go. Tim will notify the committee as soon as he hears from Williamson. Tim said we want to get one more bid for the roof before we move forward with that. There was a discussion of the schoolhouse reconstruction.

Tim then reported that he had spoken to Tim Forman re: the pole barn. Tim Forman told him that he and the structural engineer were meeting with Dick Leighton next week to review the drawings. There was discussion of the pole barn.

Tim then reported on the tree lighting at the farm that is to take place on Sunday December 4, 2011. The town groups that will be participating are the Lions, the KWO, Boy Scouts, Girl Scouts, Cub Scouts and the Chamber of Commerce. Les Gorski donated lights for the tree. The Chamber of Commerce purchased extension cords. The Lions printed a Christmas carol booklet. Catherine and Larry Marotti have set up and lent the use of a lighting system for the path onto the property. They are also loaning a generator to run the lights. There was a lengthy discussion of the tree lighting.

There was then a discussion of activities that will be happening on the property this winter. John Himmelman wants to do a bird watching walk in January (date not yet determined.) Peg will send out a notice when the date is firmed up. The Girl Scouts have said that they would like to plan an event on the property. Then there was a discussion of possible other activities that could be held on the farm.

Tim then stated that the agenda item re: the STEAP Grant would be tabled.

The Special Meeting scheduled for December 6, 2011 is cancelled.

Tim then stated that the committee has two drafts of an RFP one done by Stephen Hodges and Sara Dodson and one by Joseph Hutchins. He will send copies of both drafts to the committee. There was then a lengthy discussion of the RFP and what is needed to get this done.

A subcommittee to work on the RFP was formed. It consists of Joseph Hutchins, Terry Doyle and Christine Cronin.

Tim then reported on the farm equipment. The tractors and lawn equipment will be moved to the barn at Town Hall for the winter. The Bowens mower needs some repair. John McMahan has donated a leaf blower to the farm.

Meeting adjourned at 9:14 p.m.

Respectfully submitted,

Christine Cronin, Secretary