

MINUTES

Special Meeting of the Parmelee Farm Steering Committee

Wednesday November 7, 2012 - Killingworth Town Hall

The following committee members were in attendance: Bob Broach, Christine Cronin, Linda Dudek, Doug Ewers, Tim Gannon, Karen Milano, and Peg Scofield.

Absent: Terry Doyle, Richard Pleines

Guests: Bruce Dodson, Mike Fortuna, Cathy Iino, Ed Noble

Tim Gannon called the meeting to order at 9:05 a.m. and welcomed the guests.

Robert Broach moved to accept the minutes from the meeting held on October 4, 2012 seconded by Peg Scofield. Passed. Karen Milano abstained.

Tim stated that the reason for this meeting was to discuss the scope of the work to be done on the farmhouse using the STEAP Grant funds. Mike Fortuna handed out a small packet of papers that included a 2 page spread sheet, a letter dated November 7, 2012 and two sketches of possible locations for the ADA handicapped parking space and ramp. Mike introduced Ed Noble of Noble Construction. Mike then reviewed the content of the letter setting forth the various items that can be either modified or eliminated in order to bring the cost of the project under the \$150,000 amount of the STEAP Grant. There was lengthy discussion of the items in the letter. Mike Fortuna then reviewed the two options that he has suggested for the handicapped parking space and ramp. One was in the kitchen garden, and the other was near the "lodges" location. There was lengthy discussion on the handicapped parking space and ramp locations. A final location will be determined at another meeting.

Peg Scofield moved to accept the recommendations as proposed in the November 7, 2012 letter with the following changes: a) elimination of the ramp and exterior work by Noble, b) the addition of the sheet rock for the ceilings and possible bathroom fixtures. This would bring the contract to approximately \$148,900 and under budget. The motion was seconded by Linda Dudek. It was unanimously passed.

Mike Fortuna stated that he would rewrite the letter to include the modifications as agreed upon and do the calculations with the final figure. The letter and contract will be delivered next week to the selectmen for their review and approval

Meeting adjourned at 10:10 a.m.

Respectfully submitted,

Christine Cronin, Secretary

