

MINUTES

Meeting of the Parmelee Farm Steering Committee

Thursday July 5, 2012 - Killingworth Town Hall

The following committee members were in attendance: Robert Broach, Christine Cronin, Linda Dudek, Doug Ewers, Tim Gannon, Richard Pleines, Peg Scofield.

Absent: Terry Doyle, Joseph Hutchins, Karen Milano

Guests: Bruce Dodson, Michael Fortuna, Paula Tunney, and Cathy Iino.

Tim Gannon called the meeting to order at 7:03 p.m. and welcomed the guests.

Bruce Dodson noted that the minutes reflected that one of the auxiliary items on the list for the farmhouse was the insulation of the two attics in the farmhouse. He noted that the Historical Society wanted to use the attic space for storage. There was lengthy discussion. Mike Fortuna said that he would check with the structural engineers and see if the attics were structurally sound for storage and that there was an alternative way to insulate using rigid insulation rather than batten insulation.

Richard Pleines moved to accept the minutes from the meeting of June 7, Robert Broach seconded. Passed. Linda Dudek and Doug Ewers abstained.

Tim Gannon then updated the committee on the progress at the stone barn. He said that Tim Foreman was due to be on site on Friday and Saturday with his equipment to assist with the high work for the bracing and the roof...Tim asked for additional volunteers to assist with this job.

Michael Fortuna then began a detailed discussion of the drawings that have been prepared for the bid package for the STEAP Grant project on the farmhouse. He stated that he has already reviewed them with Dick Leighton and that Dick Leighton has already signed off. He explained that they are in compliance with the regular building code under the section for historic buildings. He stated that there was still more work to be done by the structural and mechanical engineers and that work should be completed in about one week and then the job will be ready to go to bid.

The presentation was broken down into three categories: A) site work, B) building modifications and C) mechanical, electrical and plumbing. There were discussions on floor reinforcement, the ceilings, the toilet room, lighting, handicapped access, plumbing, emergency lighting, and the budget. Mike believes the job is coming in right on budget.

He then asked the committee to choose dates for the bid process. The dates chosen are as follows:

Bid goes out July 16

Walk through July 24

Bids due by 2 p.m. August 10

Bids Opened by BOS August 13

Bruce Dodson then reported that he had purchased the materials (discussed at the last meeting) to secure the schoolhouse and secure the windows on both the schoolhouse and the stone barn. He came in under budget, spending less than \$1200 of the \$1400 agreed upon.

Tim Gannon then asked about bids for the removal of the two trees at the back of the farmhouse. There were four bids for the removal of the two trees and the removal of some tree parts left from a prior tree removal job. The bids ranged from \$1800 to \$3000. There was discussion on the bids.

Peg Scofield moved to accept the bid of \$1800 from Middlesex Tree for removal of the two spruce trees and the additional tree debris, seconded by Christine Cronin. Unanimously passed.

Peg and Tim reported that they had attended a grant writing workshop in Hartford.

Tim reported that Gina should have the year-end budget report done soon so he will have it in time for the next meeting.

Peg reported that the only activities planned so far at the farm are the Eagle Scout ceremony for August 4 and a CREPA event scheduled for October 27.

Peg also stated that she had been told that the Eagle scouts are looking for more projects for the coming year. This will be discussed at the next meeting.

Meeting adjourned at 10:03 p.m.

Respectfully submitted,

Christine Cronin, Secretary