

## MINUTES

Meeting of the Parmelee Farm Steering Committee

Thursday February 7, 2012 - Killingworth Town Hall

The following committee members were in attendance: Robert Broach, Christine Cronin, Bruce Dodson, Terry Doyle, Linda Dudek, Tim Gannon, Karen Milano, Richard Pleines, Peg Scofield

Guest: Dave Gumbart

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

Dave Gumbart introduced himself as third vice president of the Killingworth Lions. He stated that he is also a coordinator of the annual Easter Egg Hunt sponsored by the Lions. While the event is usually held at KES, this year the Lions would like to hold the event at the farm. The event would be held on Saturday March 23 at 11 a.m. (rain date March 30). Peg Scofield reported the date is available. There was discussion of the event.

Peg Scofield moved to approve that the Easter Egg Hunt be held at the farm March 23, seconded by Richard Pleines. Unanimously passed.

Bruce Dodson stated that there was one correction to the minutes from the meeting held December 6, 2012. At the end of the last paragraph on page 2 "Land Conservation Committee" should be changed to "Killingworth Land Trust."

Peg Scofield moved to approve the minutes from the meeting on December 6, 2012 as corrected, seconded by Richard Pleines. Karen Milano abstained. Passed.

Tim Gannon reported that he has not yet received from Ed Noble and Mike Fortuna the document outlining the sequence of work to be done on the farmhouse. When he receives it he will send it to all committee members. He also reported that some preparation work had been started. However work was halted due to issues with the permit. Because of the change of use for the building, it is required that the septic system plans be included, even though this is not a part of the STEAP Grant work. The last several weeks have been spent having meetings with various town officials to get this straightened out. The solution was that Jim Lally sent a crew over to the house and exposed the existing septic system and made necessary repairs and updates. The town sanitarian has been there to inspect it. And the site has been closed up. The permit should be released soon and the work at the house will resume. There was lengthy discussion.

Peg Scofield then stated that the next items that the committee needs to focus on are the handicapped ramp and the well. These are the additional items that will have to be completed before the Certificate of Occupancy is issued. Tim Gannon said that he would talk to Mike Fortuna about the drawings for moving the ramp to the north side of the house. The new ramp will be an earthen one with a surface that is appropriate for wheel chair access. There was lengthy discussion.

Tim Gannon then showed the committee the drawings for the new septic system for the outside restroom building. This has already been approved by planning and zoning as well as inland wetlands. There was discussion of the drawing. The next step will be to get a permit. Hopefully the restroom building will be started in the spring.

Tim Gannon reported that the stone barn is in good shape and is secure. It is the committee's hope that electricity will be brought to the stone barn and pole barn in the spring. He also reported that the only work left to secure the schoolhouse is to close up the opening at the back.

Bruce Dodson reported that the Historical Society is in the process of searching for doors for the garage building and they will keep the committee advised.

Tim Gannon said he had received a year to date recap of the budget for the farm for this fiscal year. There is still \$46,827 left in the capital fund and \$3,351 in the operating fund. There was discussion of the budget.

Peg reported that the Klondike Derby went off as planned in January, in spite of the mud.

Robert Broach reported that he had observed several teenage boys skating on the pond. There was discussion as to the need for posting no skating signs. Karen Milano will look into getting two no skating signs.

Bruce Dodson reported that the Killingworth Land Trust wished to participate in Trails Day June 1 at the farm.

Terry Doyle made a motion to approve that the Killingworth Land Trust have Trails Day at the Farm on June 1, seconded by Richard Pleines. Unanimously passed.

Tim Gannon reviewed the goals that the committee has for the year. They are a) obtain a C of O for the farmhouse, b) build a new outside restroom building and get electricity to the stone barn new restroom and pole barn, c) Pole barn - get the footings finished, build end walls, install roof bracing and finish the floors enough so that the building can be used for events, and d) investigate what needs to be done to begin construction on a parking lot as called for in the Master Plan. There was discussion on these items.

Bruce Dodson stated that he had been receiving calls as to whether the trails were open. The committee will look into getting signs that say "open dawn to dusk" and "trails open". There was also discussion as to the necessity of the existing gate at the front entrance to the farm. Tim will ask Cathy Lino to have the town crew remove the gate from the entrance.

Peg Scofield moved to appoint Tim Gannon as chairman of the Parmelee Farm Steering Committee, seconded by Linda Dudek, unanimously passed.

Tim Gannon moved to appoint Peg Scofield as vice Chairman of the Parmelee Farm Steering Committee, seconded by Terry Doyle. Unanimously passed.

Bruce Dodson moved to appoint Christine Cronin as secretary of the Parmelee Farm Steering Committee, seconded by Terry Doyle. Unanimously passed.

Adjourned 9:03 p.m.

Respectfully submitted,

Christine Cronin, Secretary