

**Minutes of the
MEETING OF THE BOARD OF SELECTMEN
Tuesday, February 19, 2019 @6:00 p.m.
TOWN OFFICE BUILDING**

First Selectwoman Catherine Iino called the meeting of the Board of Selectmen to order at 6:01 p.m. In attendance were Selectman Lou Annino, Jr., Selectman Nancy Gorski, Finance Director Regina Regolo, Parmelee Farm Chair Tim Gannon, and Parmelee Farm volunteer John Byrne. Visitors Robert & Marcella Sassi were also in attendance.

Tim Gannon explained that the Parmelee Farm Committee completed their review of the proposals for the repair and replacement of the pavilion roof. The committee recommends that the Board of Selectmen award the standing seam bid to Quality Roofing for \$62,755.

The Parmelee Committee recommends that the town opt for the standing seam roof rather than the metal shingle type because the standing-seam roof has a 100-year life, requires very little maintenance, and could easily support a solar array in the future. Unfortunately, the combined initial capital request of \$25,000 from FY18/19 and the request for FY19/20 of \$26,000 would be inadequate. While there was a very significant spread between the high and low bids, the committee was confident that the project was appropriately described in the RFP and that bidders were given ample opportunity to inspect the roof. The project would require an additional \$36,775 to be added to the 19/20 capital budget to the funds currently allocated in the 18/19 Capital Budget. If approved, the project could not begin until after July 1 when the addition funds become available. The town needs to confirm that Quality Roofing would be able to hold the price until the new fiscal year. Gannon said that the project is expected to take only two weeks and would most likely be scheduled for August. At the moment, five weddings are booked for Parmelee, and the roof project would have to avoid those dates.

The board discussed the status of current capital projects and suggested that the \$11,000 already earmarked for stone wall repair be closed out and requested again in the future when other capital needs were lower. Gannon agreed that the stone wall repairs were nonessential and that he had been able to get some work done with volunteers already. With regard to the pavers and the amphitheater funds, he plans to have a patio area completed on the south side of the pavilion near the picnic area. Earlier plans had the stage area and seating in a different location that proved unacceptable to both those on stage and those in the audience.

There was further discussion about the growing balance in the Special Activities account. As of January 31, 2019 the balance was almost \$40,000. Gannon explained that the Parmelee Farm Committee intends for these funds to go toward the cost of replacing the red barn, a significant component of the Parmelee Farm Master Plan. Gannon explained that the Master Plan is a living document, and the committee is in the process of updating it. Annino asked if the original plan had gone to a town meeting for approval and suggested that the updated plan should go as well. Gannon will forward the updated plan and check to see if the original plan was approved at a town meeting.

With regard to the Parmelee Operating Budget increase, Gannon explained that in past they hoped to be able to ask the public works crew for about 12 days a year of their time and equipment. Recently, the public works department has been unable to assist. Gannon has relied on very generous volunteers

who have donated the use of their own tractors. The additional funds for next year would be to cover the cost to rent equipment should the volunteer pool dry up.

The selectmen thanked Gannon and Byrne for all their work. Gannon and Byrne left at 7:15 p.m.

Selectwoman Iino asked that \$4,000 be added to the draft operating budget for 19/20 to cover the cost to update the current Hazard Mitigation Plan. This plan expires this year. Without a current plan, the town government and the town residents would no longer be eligible for some types of federal assistance. The plan expires every 5 years.

Regolo reminded group that the Public Works Generator Replacement still needs to be addressed in the current fiscal year.

The next meeting is scheduled for Wednesday, February 20, 2019, weather permitting. The board is looking for data to support the Highway Foreman's request for additional staff. Iino hopes to have that information for the next meeting. Annino suggested we see what the cost would be to contract out work needed to clean up and catch up of the roadside brush removal, allowing the town to resume less heavy mowing.

Annino moved that the meeting be adjourned. The motion was seconded by Gorski and approved unanimously. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Regina Regolo
Acting Recording Secretary