

Parmelee Farm Committee
Minutes of Meeting
Parmelee Farm
June 3, 2021

Present: Christine Cronin, Terry Doyle, Linda Dudek, Tim Gannon, Scott Hawkins, Peg Scofield and Guy Vecchitto

Tim opened the meeting at 7:03 p.m. The minutes from May 10 were accepted as presented. There was a discussion of the new LED lights that have been installed and instructions on the new lighting remote.

Tim announced that Dawn Mooney would not be available for events in June. There was lengthy review of all events for June and coverage for those events. Many from the committee stepped up to help cover the events. Scott said he had touched base with an individual who might be interested in helping with events. He will follow up.

Tim said that the Pavilion power washing has been completed. The painters have scheduled the painting for June 10. Terry has assembled the new teak bench. The lumber purchased for the construction of benches for the Farm made 6 benches. John Byrne constructed and delivered them to Farm last week. Thank you John. Tim has gotten the wording for the memorial trail bench. Linda will look into the engraving for the memorial trail bench. The plaque will measure 5 1/4" x 10".

Tim Gannon talked about the trail improvement project. He has spoken to Dave Gumbart of the Land Trust. Dave said that the Land Trust is still overseeing the trails. There was discussion. Tim will ask Dave Gumbart to get a representative of the Land Trust to be on the Committee for this purpose. The Committee is still waiting for guidance from the Land Trust so that trail maintenance can begin.

There was then discussion of the hiring of a part time person to help with maintenance projects at the Farm. Scott has drafted up job descriptions for the maintenance position and for an event/venue manager position. The Committee is looking for an independent contractor to work at the direction of the Committee. Scott will condense the descriptions so an ad can be placed.

Scott reported that he is working on the RFP for the curtains for the Pavilion. Elizabeth at Town Hall is assisting him with research. He hopes to have it done by the next meeting of the BOS. There was discussion. Tim will contact the selectmen to try to have it added to their agenda.

Tim reported that the landscaping around the stone wall and in front is completed.

Linda reported that the new KHS president is Ken Wodatch. The KHS has placed stakes in the field for a proposed barn. They do not have a design yet.

Linda reported that the Artisan Fair is booked for Sept. 11th. It looks to be another successful event this year.

Tim discussed those new procedures for the bookkeeping for Shared Harvest and the Community Garden. There was discussion. Tim has called the exterminator to take care of the boring bees in the Pavilion.

Tim will attend a meeting for the Krier on June 9th. They are looking for some financial support to enable continuing to publish the Krier. There was discussion. Tim will report back on what was discussed at this meeting.

Scott mentioned possible rental of a Dingo from True Value to do some clean up at the trail heads. The cost is \$189 a day. Scott volunteered to do the work. Peg moved to approve up to \$1,000 to rent equipment to work on the trail heads, seconded by Terry Doyle. Unanimously passed.

Tim said that some of the volunteers need new polo shirts. There was discussion. Terry moved to approve up to \$200 for new polo shirts, seconded by Scott. Unanimously passed. Tim announced that the Town budget did approve the purchase of a 4x4 Gator. He will research it and report back to the Committee. He also announced that as of July 1st this year, he will be stepping down as chairman of the PFC. He will remain on the Committee and continue to run many of the events he has in the past. The Committee will be looking for a new chairman.

Meeting adjourned 8:35 p.m.

Respectfully submitted,

Christine Cronin
Secretary

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Dawn Pees & Mooney
TOWN CLERK