

## PARMELEE FARM COMMITTEE

### Minutes

October 6, 2022

The regular meeting of the Parmelee Farm Committee was called to order by Chairman Scott Hawkins in the Pond Room at the farm at 7:00 pm. The following members were present: Scott Hawkins, Karen Milano, Mike Greenaway, Guy Vecchitto, Terry Doyle, Lise Brule, and Linda Dudek. Absent: Tim Gannon, Peg Scofield, and Christine Cronin. Guest: Bob Lavazzoli.

The minutes from the August meeting were accepted as presented.

Scott reviewed the treasury report, noting that expenses included the replacement of overhead lights in the rest rooms.

Karen and Linda reported that the Artisan Market was a success and thanked the committee for their support and volunteering. There was discussion on parking issues that should be addressed for future markets. Karen noted that she and Linda will be meeting with several volunteers to address some of the market tasks that can be managed by other individuals.

Linda stated that the Historical Society barn should be started next week. Country Carpenters had experienced several delays.

Scott reported that the Town has new auditors, who questioned how cash collected at farm events is handled. The Sugar House receives cash for the few weeks that maple syrup is sold. Scott read a policy for handling cash transactions that meets approval from the auditors.

Scott explained the issues with a recent wedding and the restroom problems that occurred. The deposit for the wedding and the fee for the golf cart were returned to the family. The septic system has been pumped.

Discussion on events and event management took place. Peg has resigned from overseeing farm bookings. The committee will need to review the events from this year and decide how many events are held at the farm and who will be the event manager. Scott explained that the Pond Room has been rented very few times. He suggested the room might be included as part of the pavilion rental. The committee will review. Scott requested members review our events to plan a strategy for next year, including suggestions on how many events should be held and types, such as weddings vs simple and easily managed one day events or programs.

Meeting adjourned at 7:55 pm.

Respectfully submitted,  
Linda M. Dudek  
Acting Secretary