

PARMELEE FARM COMMITTEE

Minutes

November 7, 2024

The regular meeting of the Parmelee Farm Committee was called to order by Chairman Scott Hawkins at 7:00 pm in the Pond Room at Parmelee farm. The following members were present: Scott Hawkins, Karen Milano, Lise Brule, Mike Greenaway, Guy Vecchitto, Terry Doyle, Tim Gannon, and Linda Dudek. Absent: Chris Conin. Visitors: Ken Wodatch, Greg Wind and Eileen Blewett. Scott Struzinski arrived at 7:20 pm.

The minutes from the October meeting were accepted as presented. Scott reviewed the treasury reports. He noted that the invoice for the deposit for the team of horses for the Christmas at the Farm and a cleaning bill will be submitted for payment. Eileen noted she had collected money for bottle returns that is not yet reflected in the treasury report.

Scott reported that he met with First Selectman Eric Couture regarding RFQ's for farm projects. He discussed with Eric the necessity of the town hiring a property manager or contractor for the farm, noting it was town property, and more responsibility needs to be in the hands of the town regarding buildings, property maintenance, and mechanicals. Scott will update and resubmit a proposal, previously approved by the committee, hiring a town employee or using a contractor to the Board of Selectmen.

The quote for the pavilion sides has been submitted to the First Selectman and will be put out for bids.

Eileen Blewett gave a summary of events for this year. There was a total of 22 Community Events, 9 Non-Profit Events, 11 Private Parties and 4 Weddings for a total of 46 Scheduled Events at the farm for 2024. She noted that Scott Struzinski wanted to do another concert in the Spring. Scott arrived at the meeting to suggest that a Friday evening in early June would be an enjoyable time for a concert and he suggested HKYFS as the possible charity. Eileen will coordinate with Scott to give him contact info for HKYFS and to assist in choosing the date for the event.

Christmas at the Farm:

Routes for the horse and wagon rides were discussed. There is concern about damage to grass and we will ask for rubber wheels on the wagon if possible.

Scott was unable to find a tree service to put the tree lights on this year. He found a company that does this service using their own equipment, lights, timers, and maintenance. Terry made a motion to allow up to \$1,500 for a company to take care of the lighting of the tree and other holiday lights, seconded by Guy. Motion carried unanimously.

Greg stated that the Honor Choir will participate and discussed a sound system. We will use the system that is in the Lions storage area. Greg further noted there will be Stuff a Cruiser again and that the Girl Scouts will assist with that. There was discussion on timing, and it was recommended that 2pm-4pm would be best.

Santa is planning to arrive at 2:00pm.

Scott will send members a schedule for the event.

Terry made a motion to allocate a budget of \$5,000 for the event, seconded by Guy. Motion carried unanimously.

Historical Society: Linda reported that the KES second grade visited the farm last month to learn about Killingworth history. It was a fun and educational experience. The schoolhouse was used as part of the program. Linda noted that the schoolhouse had a serious mice problem and suggested that filling in spaces along the floor and wall areas might help. Scott will follow up with someone to do this. Linda said the KHS is preparing for the Christmas Fair and she requested permission to use the golf cart to assist shoppers.

Shared Harvest: Lise said the gardeners are working to finish for the season. Water lines will be shut off soon depending on temperatures. Lise said there are no bees now. They will start the hives again next year.

The meeting adjourned at 8:26pm.

Respectfully submitted,

Linda M. Dudek, Acting Secretary