

Sheffield Agricultural Commission  
May 20, 2020 – APPROVED

Present: Kathy Orlando, Bob Kilmer, Amelia Conklin, Jim Kelly

The meeting was called to order at 7:22 pm.

Approval of minutes:

The minutes were placed further along on the agenda to give all time to review.

Brochure:

An update from Erna Lampman, who is coordinating the farmer survey, is needed before taking next steps.

Pollinator Friendly Community Bylaw:

Discussion ensued regarding what is permissible to work on by email. The document can be edited by email as follows: individuals (committee members as well as members of the public) reply to Holly A. with suggestions, Holly A. edits the document and sends each newly amended version to the committee as well as the town clerk, Felecie Joyce, for public posting.

The document was then discussed including grammar, content, and formatting. Kathy O. will send the discussed edits to Holly A. in track changes. Holly A. will use the edits to create the newest draft. Ag Com members may follow up with Holly by email for further edits and suggestions.

POA/PFOA:

No updates.

Role of Ag Com in Farming Practices in Sheffield:

No discussion.

Treasurer:

The full funding of \$1,000 is still available and must be spent by 6/30/2020.

Discussion ensued regarding how to spend the fiscal year 2019-2020 funds, as well as ideas for fiscal year 2020-2021. Bob K. made a motion to spend \$500 on the Sheffield Farmers' Market COVID response initiatives, which will focus on distributing fresh food to families in need. The motion passed unanimously. Bob K. made a motion to spend \$500 on supporting food security through the Meals on Wheels program at the Sheffield Senior Center or other local COVID-19 food security efforts. The motion passed unanimously. It was decided that the funds distributed to the farmers market last year for the SNAP (aka "food stamps") program be expanded to include farm fresh food purchased for distribution through the Sheffield Food Program, as SNAP spending is not coming close to matching the amount given.

New business:

Discussion of the farmers market ensued. What measures is the market taking to protect its staff, volunteers, vendors, and customers from COVID? Amelia C. explained the measures and protocols that the market will have in place. Bob K. shared that resources are being developed by the town that will encourage people to wear masks, as well as other public health protocols. The farmers market will include this in their COVID-related signage.

Are there resources we want to make sure the agricultural community knows about? Could we ask the town to include links on our page for COVID response? Yes, supported by all. Kathy O. will follow up with town clerk Felecie Joyce and provide links.

Is there a way that we could more directly support Sheffield farmers? Amelia C. will look into if we can use our funds to buy a physical item for a Sheffield farm.

Approval of minutes:

The minutes from the 2/26 meeting were approved as amended. The minutes from the 5/15 meeting were not yet prepared and will be available at the next meeting.

Mail:

Bob K. will check the mail for review at next meeting.

The next meeting will be held Wednesday, June 10 at 7:15 pm.

The meeting adjourned at 9:05 pm.

Respectfully submitted,  
Amelia Conklin