

Sheffield Agricultural Commission
October 17, 2017 – Approved

Present: Jim Kelly, Amelia Conklin, Kathy Orlando

Attending from the community was Erna Lampman.

The minutes from the last meeting, 9/18/17, were approved as amended.

New appointments:

The same vacancies remain: 3 regular appointments as well as 2 alternates. There is nothing to update regarding finding new members. Amelia will ask Ricky Boardman if he is interested in joining the Ag Com. Jim Kelly will check in with former member Bruce Howden and Louis Aragi, as well as with Holly Aragi. If they are not interested, the Ag Com will brainstorm a list of other potential members.

Brochure:

The revised timeline for the Sheffield farm brochure is:

November 15: Kathy will submit the farmer list and survey to the Ag Com for review and editing

December 1: Ag Com members will submit feedback to Kathy

January 2: The Ag Com will submit the final farmer list and copies of the survey to the town for mailing.

January 15: By this date, we expect the town will have had time to mail the surveys.

February 15: Stated deadline for responses.

February 28: Erna's target date to receive responses from all of those surveyed.

June 15: Target print date for brochure.

Additional notes:

- The survey will include a self-addressed, stamped return envelope.
- The Ag Com will post a memo in the January/February issue of the Sheffield Times calling for responses from all farmers. The deadline for submission of the memo is December 15. Erna will post the memo.
- The Ag Com will consult the Sheffield Farmers' Market Steering Committee for suggestions regarding survey questions.
- Erna will send Jim Kelly an invoice for \$400.
- Two ideas were suggested for the brochure: add to our farmer list by looking at the Chapter 61-A list, and include an opportunity in the survey for farms to send in photos.

Treasurer's report:

Jim Kelly, treasurer, is still processing invoices from FY 2016-17. He will bring feedback to the next meeting.

Biosolids:

The Ag Com has yet to share information regarding state and federal regulations that pertain to biosolids use as fertilizer with the Larkin Farm. Update pending.

New business:

Members present reviewed the new Open Meeting Laws. All members must submit his/her certificate of receipt to the town clerk's office.

The next meeting will be Thursday, November 16 at noon.

Respectfully submitted,
Amelia Conklin