

**Agenda Minutes**  
**Agricultural Commission Special Meeting**  
**Monday, December 3, 2007**  
**Town Manager's Conference Room**  
**909 Foxon Road**  
**7:00 p.m.**

**1. Call to Order and Roll Call**

**Call to Order:** Elected Chairperson Clifford Potter called the meeting to order at 7:07 p.m.

**Members Present:** Michael Doody, Gerald Adinolfi, Joe DeFrancesco, Nelson Cecarelli

**Alternative Members:** Harry Juniver, Dudley Harrison

**2. Election of Officers:** The following Officers were elected, with approval from the Agency:

Chairman: Clifford Potter

Vice Chairman: Nelson Cecarelli

Clerk: Joseph DeFrancesco

**3. Adoption of 2008 Meeting Schedule**

The Agency discusses a meeting schedule for the Calendar Year 2008. The following is agreed upon:

January 7	February 4	March 3	April 7	May 5
June 2	July 7	August 4	September 8	October 6
November 3	December 1			

All meetings will take place at 7:00 p.m. in a room to be designated at a later date.

**4. Discussion and Action RE: Commission Mission Statement**

Member Doody brought three example Mission Statements. The Agency reviewed the materials.

Member Nelson comments that the first statement is too broad. He likes the second because it educates the public and talks about preserving the land.

Member Potter agrees with Member Nelson that the second one is a better choice and questions whether you can add or subtract from the example.

Member Potter reads the agreed upon Mission Statement:

*North Branford Agriculture Commission, working with citizens, agricultural producers and public officials shall actively influence local policy to preserve and enhance agricultural land; support and promote a viable agricultural community; and educate the public about the benefits of local agricultural products.*

**5. Discussion and Action RE: Development of Commission Work Plan**

- a. Needs of Local Farmers
- b. Granting Funding Opportunities
- c. Interaction with Guilford Agriculture Commission

Member Doody refers to Guidance Commission and Dartmouth. He states there are some goals and directions to go in. You can amend and approve them.

The Agency reviews the Westport Agricultural Commission goals. Member Potter suggests to go by the goals stated. He states the Town needs to know there are farmers. Member DeFrancesco agrees with the goals. Although they are not in stone, Member Doody states they could be toned down. Member Nelson states that a good plan needs to be in place. The goals and tasks would be different. The tasks would be discussed.

Member Harrison states that the farmers need to encourage the people to buy their products, and it needs to be known how much farmland the town has. The Agency also agrees that they should receive some type of grant.

Member Doody suggests that the Agency come to the next meeting with tasks. He refers to brochures so the people will be educated. Member Potter also suggests a potential budget.

Member Potter reads the Westport Agricultural Commission 2003 Goals:

- A. Maintain Improved Relations with Town Boards*
- B. Public Relations: Advocate for Farmers Issues and Needs*
- C. Meet Specific Needs of Farmers*

Member Nelson makes a Motion to Accept the Westport Agricultural Commission, seconded by Member DeFrancesco. The motion passes unanimously.

Granting and Funding Opportunities are discussed. Member Potter states that the time was missed to apply. Member Doody refers to resources he provided. It is also noted that the Town Manager is a grant writer for the Commission.

Member DeFrancesco states he will find out when grants are out. Member Cecarelli will also report back on available grants.

Interaction with Guilford will be tabled. Member Potter states he went to meetings. Guilford does not have any full time members there and there is no heavy duty farming.

Member Doody refers to Agricultural Commission Contacts, Proposed Letters and minutes. Member Potter adds that there needs to be exposure in town of the local farmers.

**6. Adjournment:** There being no further business, Member Doody made a motion that the meeting be adjourned at 8:15 p.m. Member DeFrancesco seconded this motion. All were in favor, none opposed and the meeting was adjourned.

Submitted by:

Debra Ann Quinn

Debra Ann Quinn – Secretary