

**Agenda Minutes  
Agriculture Commission Meeting  
Monday, August 4, 2008  
Town Manager's Conference Room  
909 Foxon Road  
7:00 p.m.**

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

**Call to Order:** Chairperson Clifford Potter called the meeting to order at 7:04 p.m.

**Members Present:** Gerald Adinolfi, Joseph DeFrancesco

**Alternative Members:** Dudley Harrison

**Also Present:** Town Planner Carol Zebb, Town Manager Richard Branigan (8:40 p.m.)

**2. Approval of Previous Months Minutes**

Member DeFrancesco moved, seconded by Member Adinolfi to approve the minutes of July, 2008 as drafted. The motion was carried unanimously.

**3. Unfinished Business**

- a. Grand application**
- b. Augur barn repairs**

Kenneth Neubig has the figures on paper for repairs of the cow barn. The roof estimate is approximately \$5,000.00 due to the angles and flashing. Town Manager Branigan will assign a grant writer and Member Potter will inquire as to who will be the writer for the grant for the Agency.

A tarp can be used temporarily, but it will be expensive. This tarp will prevent further deterioration. The grant for the repairs will come through in February.

The Agency also discusses the Augur rental income. Town Planner Zebb states that any comments or concerns concerning this need to be taken up with Town Manager Branigan. He would know the terms of the rent and the contract. Member Potter agrees to send a letter to Town Manager Branigan concerning what is covered in the Augur rental contract.

**4. New Business**

- a. Potato Fes after action report**
- b. Budget discussion for year-end funds**
- c. Brochure for farmers, how it was accepted**
- d. Ad purchases to thank all donators to Ag Comm. Tent**
- e. Visitor commends**
- f. Any items other members wish to discuss**

The tent took in approximately \$750.00 in two days. Next year it may be considered to charge a small fee for the tractor ride. Also the Agency will look into purchasing their own tent (50 x 30). Some other possibilities for next year would be a 4H petting zoo and Farmers Market signs with directions to the tent.

Town Planner Zebb spoke concerning the Budget and brochures -- the insert cost for the Totoket Times will be paid. She stated there was \$450.00 left in the budget for unused secretarial funds and that will go toward payment of the logo and two waterproof vinyl signs. The Town has agreed to pay in full two excess bills. \$142.00 has been paid out of the current budget for brochures, therefore leaving no funds left at the current time.

Member Potter suggests that a thank you note be sent out to all donators on behalf of the Commission.

Town Manager Branigan joined the meeting. He stated he was very impressed with the quality and presentation of the Agriculture Commission at the Potato Festival. The best way to expand would be through heritage and history. He also advised the Agency that painting will take place at the Augur property in the future. The lease will be no longer than one year. The Town will take care of minor repairs of the property until the grant is approved.

## **5. Adjournment:**

Member DeFrancesco moved, seconded by member Harrison to adjourn the meeting at 9:12 p.m. The motion was carried unanimously.

Submitted by:

Debra Ann Quinn

Debra Ann Quinn – Recording Secretary

