

**Agenda Minutes**  
**(with Revised March, 2011 minutes attached)**  
**Agriculture Commission Meeting**  
**Monday, April 4, 2011**  
**Town Manager's Conference Room**  
**7:00 pm.**

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

**Call to Order:** Cliff Potter called the meeting to order at 7:06 pm.

**Members Present:** Michael Doody (8:30 p.m.) Joe DeFrancesco, Gerald Adinolfi

(7:00 p.m. to 7:15 p.m.);

**Member Absent:** Ryan Van Wilgen

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

**Guests:** Carol Zebb, Town Planner

**2. Approval of Previous Months Minutes**

Town Planner Zebb requested a change in paragraph 4f. The change was made accordingly and is attached hereto and made a part of these April 4, 2011 meeting minutes.

Member DeFrancesco made a motion to approve the minutes of March 7, 2011, seconded by Alternate Member Harrison. All were in favor.

**3. Unfinished Business:**

None at this time

#### **4. New Business & Continued Business**

- a. Commission members input to agenda**
- b. Augur barn repairs**
- c. Other property issues at Augur Barn**
- d. Greenhouse updates**
- e. Potato Festival updates**
- f. Members items to be discussed**
- g. Visitor comments**

a. Chairperson Potter advised the Agency that they may add additional items to the monthly Agenda. If anyone has additions, they have to be submitted to him two weeks prior to the Agenda being issued to the Town Clerk.

b. Town Planner Zebb stated that the Grant is in its finishing stages. She has spoken to Kenneth Neubig and the project is done. She also has received documentation of paid bills to be sent back to the State. The new vinyl windows are installed. The total was \$8,970.00. There is currently \$395.00 left which should be distributed as 50% to the State and 50% to the Town. There is currently not enough for the electrical to be fixed at the barn. More painting needs to be done on the West side. Town Planner Zebb suggests that the Agency request the Town Council or Finance Director have these funds go back into the Agriculture Account for future use. Member Adinolfi moved for a Motion that any extra money be allocated back to the Agricultural Committee Fund and that it be used for paint supplies and materials to for the remaining windows. Alternate Member Harrison seconded the motion. All were in favor.

c. Member Potter reports that Fran Merola confirmed that no more barns will be torn down. Preservation needs to now take place. He also reported that Town Manager Branigan has the rental contract in his possession for the Augur property rental. The Agency wants the barn to be a “working museum”. Stations should be taken out. Town Planner Zebb reported that she had a conversation with the Town Inspector. There needs to be a total evaluation. Due to the tight economy, funding sources are limited. The barn cannot be open during the Potato Festival for safety reasons. Member DeFrancesco suggests a walk through, the Agency agrees, and a date of April 12, 2011 at 5:00 p.m. All agreed. Member Potter will email Fran Merola suggesting clean up, and if need be, the Agency will also help with this project.

d. The temperature cannot be controlled at the greenhouse. They are also having scheduling problems with the students. They are trying to secure a special switch to control the temperature. Member DeFrancesco added that no one has contacted him concerning any special student projects.

e. On Sunday morning, the equipment will be moved for the dog frisbee contest. The tent cannot be moved due to it being a central point of location. A tractor show will be in the ring. Confirmation has occurred with Braggin Rights – a pull two weeks prior, the Potato Festival and in October pulls will take place again. Member Doody also advised the Agency that G&H and Midstate and Giant Oak will have free space to show people their products. This was at the suggestion of Al Rose and Donald Fucci. They can possibly set up behind the barn or on the South Side of the tent.

f. Town Planner Zebb provided the Agency with the Agriculture Brochure. Changes were made with regard to the dates, survey and current listings. The Agency will review the changes at the May, 2011 meeting. Town Planner Zebb also confirmed the same amount is in the budget as last year.

The letter should be sent out between April 6 and April 8. Alternate Member Harrison moved for a Motion to go ahead with the survey and send out the brochure to the farmers. Alternate Member Juniver seconded the motion. All were in favor.

The color will need to be decided. Town Planner Zebb also provided the Agency with the CT Farm Bureau Conference Agenda and Meeting Notes, along with copies of the state statute for livestock and poultry. In the future, she suggests adding an item to the monthly Agenda for future discussion. Also included in the package was leasing information for Municipal Farms done by the American Farmland Trust.

g. Member DeFrancesco questioned the tax exemption process. Chairperson Potter said the matter is on hold due to indefinite numbers from the State. Town Planner Zebb, along with Member Doody, confirmed that the Council will be finished with their budget in May and then it will go on the Agenda.

## **5. Executive session**

- a. Personnel matter, in accordance with C.G.S. Section 118a (e)(1)
- b. Action to be taken if any

No discussion at this time concerning this matter.

**6. Adjournment**

Member Doody moved, seconded by Alternate Member Harrison to adjourn the meeting at 8:50pm. The motion was carried unanimously.

Submitted by:

*Debra Ann Criscuolo*  
Recording Secretary

**REVISED (4f)**  
**Agenda Minutes**  
**Agriculture Commission Meeting**  
**Monday, March 7, 2011**  
**Town Manager's Conference Room**  
**7:00 pm.**

**1. Call to order and roll call**

**Call to Order:** Cliff Potter called the meeting to order at 7:02 pm.

**Members Present:** Michael Doody, Joe DeFrancesco, Ryan Van Wilgen  
(7:00 p.m. to 7:15 p.m.);

**Member Absent:** Gerald Adinolfi .Dudley Harrison

**Alternate Members:** Harry Juniver

**Guests:** Carol Zebb, Town Planner

Jason Bagley Patch.com (entire meeting)

Debbie Ferrucci (North Branford Park & Recreational  
Department Secretary)

**2. Approval of Previous Months Minutes**

Member DeFrancesco made a motion to approve the minutes of February 7, 2011  
(done by Clerk Janet Crean) seconded by Member Van Wilgen, all were in favor.

**3. Unfinished Business:**

None at this time

**4. New Business & Continued Business**

- a. Progress of tax info package
- b. Augur barn repairs
- c. Other property issues at Augur Barn
- d. Greenhouse updates
- e. Potato Festival updates
- f. Members items to be discussed
- g. Visitor comments

a. The resolution has been completed. It is now in the Town Manager's Hands. It will be discussed at the March 15, 2011 Town Council Meeting, in which Member Potter advised members of the Agency to Attend.

b. Member Potter will contact Ken Neubig and again advise him that the project needs to be completed by May 1, 2011. Approximately twenty-one windows need to be replaced, along with the sills. The Barn survived the winter. Member DeFrancesco suggested to the Agency that any left over funds be used for electrical purposes in the barn. Town Planner Zebb advised the Agency that any left over funds would be used for window frames.

c. Larry Augur rents three barns as of now. The overhangs, where the tractors are now, and along the fascia need immediate attention. The open shed also needs to be evaluated. Fran Merola will do an estimate in the future. The contract needs to be reviewed. Member DeFrancesco also suggests a historical building in the barn that currently has two sections.

d. No current update on the Greenhouse Project per Member Van Wilgen. He advised the Agency that less funding is now available. If the funding is denied, Ian will reapply in the fall. There may be a third round of funds but the fall funding can potentially be the last.

e. The North Branford Park and Rec wanted possible relocation of the Agricultural Agency tent. Member Potter advised them that the tent is currently in a central location for the Agency's activities. Also it is for safety and better activity control

*f. Town Planner Zebb advised the Agency of the Connecticut Farmers Second Annual Meeting scheduled for March 31 in South Windsor Connecticut. She provided the Agency with a copy of the brochure and she attended. Member DeFrancesco discussed the Community Supportive Agriculture Program. A person pays one monthly fee and gets a basket of goods. Bishops has already signed on with this project.*

## **5. Executive session**

- a. Personnel matter, in accordance with C.G.S. Section 118a (e)(1)
- b. Action to be taken if any

No discussion at this time concerning this matter.

**6. Adjournment**

Member Doody moved, seconded by Member DeFrancesco to adjourn the meeting at 7:45 pm. The motion was carried unanimously.

Submitted by:

*Debra Ann Criscuolo*  
Recording Secretary