



**Town of Candia  
Agricultural Commission  
74 High Street  
Candia, New Hampshire 03034**

**FINAL MINUTES**

**February 6, 2020**

**Thursday 6:30PM**

**Candia Town Hall**

Commission Members present: Chair Matthew Cobb, Vice Chair June Petrin, Jacqueline Wilkins, Tom DiMaggio. Excused: Jenny Tyler, William Haas. Debbie Graff has resigned.

Commission Alternates present: Robin Vergato, Debra Cobb, Pattie Davis, Excused: Joe Lamarche, Dick Snow.

**Call to Order**

- Chair Matthew Cobb called the meeting to order at 6:33PM.
- Pledge of Allegiance recited by Commission Members and Alternates.

**Regular Business**

- **Approval of Minutes From Last Meeting**
  - Moved by Jacqueline Wilkins, seconded by Tom DiMaggio, passed unanimously.
- **Treasurers Report**
  - Matthew Cobb provided an update: currently \$615.70 in the Agricultural Commission account.

**Opportunity for public to address the Board**

- Ted and Jill Girard introduced themselves. They are offering assistance and information. Jill is a Board Member on the Rockingham County Farm Bureau that meets monthly.

**Old Business**

- **Update on reappointments**
  - The Board of Selectmen approved 3 year terms for Tom DiMaggio and Jenny Tyler.
- **Update on Farmer's Market**
  - Jacqueline Wilkins reported that Moore's Park is okay with being a location and would be covered under the Town's umbrella policy.

- Pattie Davis reported that Jessie Remington School is not interested as a location. Charmingfare Farm is interested in being a location and offered a petting zoo and entertainment.
  - Tom DiMaggio spoke to Candia First Stoppe who is also interested as a location. They have questions regarding: will it be local produce, licensing etc.
  - More information regarding parking, dates etc is needed. The Agricultural Commission posted polls on FaceBook pages and so far 98% support having a Farmer's Market and 2% do not, with 306 total votes.
  - Ken Hogan from the Public spoke and requested a summary of key points of the Farmer's Market thus far. Pattie Davis highlighted: insurance and space are important; it needs to be determined if the Agricultural Commission/ separate subcommittee/ volunteers/ or joint effort will be the lead with ongoing organization of the Farmer's Market; seeking local growers and local agriculture at the Farmer's Market.
  - Jeff Rowell from the Public spoke and reported that he has headed large scale events/ Farmer's Markets and can help as a participant and with the subcommittee. He highlighted that exposure and the budget will be important for the Farmer's Market. Jeff will reach out to people involved in other Farmer's Markets to see what they have for guidelines. He believes it is critical for the Farmer's Market location to have foot traffic and be accessible. Jeff noted that the quality of the event, time of day, and when do other towns have their Farmer's Markets, are all important things to consider. He recommended posting a poll on the FaceBook page to see who is interested in being a vendor?
  - The next Farmer's Market subcommittee will be meeting on February 20<sup>th</sup> at the Library. The next task of the subcommittee will be to gather more information on other Farmer's Markets and invite an insurance expert to speak to them.
  - Ted Girard from the Public spoke regarding a charge for vendors( no amount has been set yet). He has had a lot of feedback from people who would like to be vendors. He will gather more information around this.
  - Pattie Davis highlighted that each vendor will need their own insurance. She also highlighted that having enough parking is important.
  - Jacqueline Wilkins spoke regarding the importance of insurance, release of liability, rules for vendors will be needed.
  - Pros and cons of the many aspects of the Farmer's Market continue to be weighed to help with decision making.
  - Russ Dann, who is on the Board of Selectman, was in attendance and highlighted that other events held at the potential location should be considered in selecting the day/time of the Farmer's Market.
  - We are hoping to get more members of the Community involved in the Farmer's Market.
  - Tom DiMaggio recommends making a priority, creating general guidelines and a general business plan in a flyer, that can be presented to potential locations.
  - Feedback from the local community is being gathered on FaceBook: "Candia Farmer's Market (proposed)".
- **Finalize the Boy Scout handouts**

- The Agricultural Commission handout needs to be finalized by February 21<sup>st</sup> and there is no charge by the Boy Scouts because we are a Town Commission. A draft of the handout was reviewed by Commission members and Jacqueline Wilkins will submit for printing. June Petrin moved to approve a withdrawal of the printing fee from the Agricultural Commission funds and this was seconded by Jacqueline Wilkins, passed unanimously.
- **Lecture Series review**
  - There was low attendance to the Maple Sugaring event held in January. A discussion was held regarding the need to publicize more for future events. Jacqueline Wilkins will create flyers for future events and they will be posted around Candia.
  - Next lecture: “Be Thankful Farm” will speak about How to ready soil and garden planting on 2/20/19 at 6:30PM. Also, there will be a seed exchange at this event.
  - “Raising Chickens” presented by Elaina Enzien will be held on 3/19/20 at the Library.
  - “Planting with Polinators” is tentative for April 16<sup>th</sup> and the presenter has not committed yet.
- **Update plans for Town wide yard sale**
  - Is held on the first Saturday in June.
  - Donated items to the Agricultural Commission for this event are being gathered. Matthew Cobb will confirm where the table will be located and site finalized.
  - A list of inventory will be needed and selling prices of the items will need to be determined.
  - It would be helpful to have a subcommittee for this event.
  - Jacqueline Wilkins will create a post on the Agricultural Commission FaceBook Page to see if anyone still wants to donate items.
- **Update on Moore School Agriculture Day**
  - It will be held again in 2021 (every other year).
  - A suggestion was made to have an Agriculture Day for the Town and maybe to work it into the Farmer’s Market?

## **New Business**

- **Resignation of members**
  - Debbie Graff has resigned and there is currently one position open on the Agricultural Commission.
- **Nomination of alternates to become voting members**
  - There was a discussion that more details of the selection process can be written into the Bylaws.
  - There was a discussion regarding an alternate moving to a voting member. June Petrin moved that Robin Vergato become a voting member, seconded by Jacqueline Wilkins, passed unanimously. Chair Matthew Cobb will submit a letter with this recommendation made by the Agricultural Commission to the Board of Selectman.
  - Jenny Tyler has resigned as Treasurer and will remain a voting member. Jacqueline Wilkins has offered to be the Treasurer for the interim.
  - There was a discussion regarding the one open alternate position and another upcoming alternate position as Dick Snow will be resigning in April of this year.
  - Alternate openings will be posted and potential candidates can write a letter of interest and contact the Agricultural Commission.

- The list of interested candidates will be reviewed at the next meeting.
- Jacqueline Wilkins will take over posting the Agricultural Commission monthly meeting notice after Dick Snow resigns.
- **NH Farm, Forest, and Garden Expo**
  - Held on February 15, 2020 at The Center of New Hampshire In Manchester.
  - There will be a meetup of local Agricultural Commissions at the expo.
  - Open to the Public and anyone who is interested in agriculture.
- **Bio of Agricultural Commission**
  - Jacqueline Wilkins will work on this to add to the Agricultural Commission section on the Town Website.

#### **Public Comment**

- Russ Dann highlighted the importance of composting and raising awareness in the community. This could be a future topic for the Lecture Series.

**Next Meeting:** March 5, 2020 Thursday at 6:30PM.

#### **Adjournment**

Chair Matt Cobb adjourned the meeting at 8:15PM, moved by Tom DiMaggio, seconded by June Petrin, all in favor unanimously.

**Respectfully submitted by,  
Robin Vergato, Secretary**