



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

**FINAL MINUTES**

**February 4, 2021**

**Thursday 6:30 PM**

**Via Zoom and  
Candia Town Hall**

Commission Members present: Chair Matthew Cobb, Vice Chair June Petrin, Robin Vergato, Tom DiMaggio  
Jenny Gardner, Jacqueline Wilkins(arrived 6:53PM).

Commission Alternates present: Debra Cobb, Pattie Davis(arrived 6:42PM), Ron Howe. Excused: Joe  
Lamarche.

**Call to Order**

\*Chair Matthew Cobb called the meeting to order at 6:35PM.

\*Pledge of Allegiance was recited by Commission Members and Alternates.

**Public in Attendance**

\*Ken Madden in attendance as an interested observer.

**Old Business**

**\*Approval of Minutes from Last Meeting on January 7, 2021**

-Moved by Tom Dimaggio, seconded by June Petrin, roll call vote-passed unanimously.

**\*Upcoming Terms and Positions**

-Matthew Cobb sent a letter to the Board of Selectman regarding Ron Howe moving to a voting member. Jacqueline Wilkins does not intend to serve for another term. There was a discussion around who will fill her position. Matthew Cobb will talk with Alternate Joe Lamarche who had expressed an interest. To make an accommodation for Joe Lamarche to attend meetings, the Commission members are willing to move the Agricultural Commission meeting time from 6:30PM to 7:00PM.

-A new Treasurer will be needed with Jaqueline Wilkins stepping down. There is currently \$1,600 in the Agricultural Commission account.

-There will be two alternate positions available. Ken Madden who attended tonight's meeting to observe, might be interested. Matthew Cobb has reached out to several other interested people.

#### **\*Update on Farmer's Market Preparations**

- The Mission Statement and Bi-Laws have been created. There was a discussion regarding if the Farmer's Market will be separate from the Agricultural Commission. Along with Pattie Davis and June Petrin, there have been several people from the Town working on the planning for the Farmer's Market. For now, the Agricultural Commission will support and advise. Emails will be sent to the Commission members with important updates between monthly meetings.

-The Farmer's Market will be held at the Library monthly from June to October on the 3<sup>rd</sup> Saturday 9AM-12PM. A Farmer's Market Manager will need to be identified. The Farmer's Markets will be covered under the Town Insurance. Each vendor will need their own insurance and will need to sign a Hold Harmless agreement. Proof of insurance will need to be sent with the vendor application. There was a discussion regarding charging a small fee, that has yet to be finalized, for the vendors to participate. Vendors will need to bring their own tables and will get a 10X10 space. There will be a maximum number of vendors and there will be social distancing. There will be a discount for vendors who attend all five Farmer's Markets. Some form of entertainment will be set up during each Farmer's Market.

-Advertising can be done on the Candia and Agricultural Commission Face Book pages. Ron Howe can display an advertising poster at his green houses. There will be a focus on keeping the Market a community experience. Local products are wanted versus commercial products. There will need to be a variety of products with the vendors.

-Advertisement for the Farmer's Market will be done in the Boy Scouts fliers and the flier will need to be submitted by February 12<sup>th</sup>. Jenny Gardner and June Petrin will create the flier. The cost will be \$350. A motion was made by Tom Dimaggio to move forward with the Boy Scouts flier, seconded by Jenny Gardner, roll call vote-passed unanimously.

-The Farmer's Market will be held rain or shine. Vendors can bring their own tents. The Town Hall will need to be informed to forward vendor applications to the Farmer's Market Manager. Pattie Davis will send out the Mission Statement and Bi-Laws to Agriculture Commission members.

-Tom Dimaggio motioned to use \$100 from the Agricultural Commission account for expenditures for the Farmer's Market, seconded by Robin Vergato, roll call vote-passed unanimously.

#### **\*Update on Possible On-line Lectures**

-Matthew Cobb reached out to contacts for Best Management Practices and he is waiting to hear back. The lectures are open to people from other towns to attend. There was a discussion around other ideas for lectures: Raising Chicks, Planting for Pollinators, Composting. Pattie Davis will look up the previous list that she had for lecture topics and Matthew Cobb will do some follow up. Elaina from the UNH Coop is a contact. There is a possibility that some lectures could be held at the Farmer's Market.

-Jenny Garner suggested items that have been donated to the Agricultural Commission could be raffled/used for free door prizes at the Farmer's Markets.

**New Business**

\*Matthew Cobb suggested that a seed bank/exchange and education regarding how to preserve seeds would be worth discussing in the future. There could be a possible collaboration with the Garden Club/Library around this. Seed saving could be a possible lecture series topic. Master Gardener's often give out seeds they collect from the previous year. Many Businesses give out packages of seeds at the end of the year that are not sold. Tom DiMaggio can reach out to Lowe's at the end of this year. Matthew Cobb will reach out to a contact.

**Public Comment**

\*No comments.

**Next Meeting:** March 4, 2021 Thursday at 7:00PM.

**Adjournment**

\*Chair Matthew Cobb adjourned the meeting at 7:44PM, moved by Tom DiMaggio, seconded by June Petrin, all in favor unanimously.

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