

HOLLISTON AGRICULTURAL COMMISSION
MINUTES

Thursday, July 7, 2016

Members Present: PJ Kilkelly (Chair)
Justin Brown (Vice Chair)
Helen MacArthur (Treasurer)
Charlie Roberts (Clerk)
Natalie Kent (Associate)

Members Absent: Tyla Doolin (Associate)

Interested Parties: Bobby Blair
Jocelyn Tremblay

Meeting Called to Order: Chair, PJ Kilkelly called the meeting to order at 7:05pm.

Minutes of the last Meeting:

Motion: PJ Kilkelly made a motion to accept the minutes from the June 22, 2016 meeting.

Second: Justin Brown seconded the motion.

Discussion: None

Vote: 4-0, passed unanimously.

Public Comment: None

Butterfly Aviary: PJ Kilkelly gave an update on the Butterfly Aviary

PJ stated the butterfly aviary would still open on Saturday but due to the weather the opening ceremonies would be cancelled, but we could hold it later in the year. He stated he would like a guest book to be in place to see where visitors have come from and how many.

Justin stated he would order one to arrive before Saturday's opening.

PJ stated he has received an additional \$1000 donation (total \$1500 this year) for the aviary from Holliston in Bloom (HIB) and a \$20 donation from Kevin Robert Malone of Central Street. Thank you cards need to be sent out. Justin will get the cards to Charlie who will send out them out.

PJ stated he had spent \$360 on plants and \$100 on signage and in addition Helen MacArthur has donated plants.

PJ stated he has 120 butterflies to be released on Saturday and Cherry Fenton has been a huge help getting the aviary ready to be opened and we should send her a thank you note. Charlie will do this once he gets the cards from Justin.

PJ stated the AgCom banner needs to be replaced. Natalie offered to organize getting the 3'x4' banner replaced.

Motion: Justin Brown made a motion to allow Natalie Kent to purchase a new banner up to \$100.

Second: Helen MacArthur seconded the motion.

Discussion: Justin stated that amount should be more than enough and if it is purchased from Vistaprint to make sure the heavier weigh banner material is selected.

Vote: 4-0, passed unanimously.

Community Gardens: Natalie Kent gave an update on the community gardens.

Natalie stated that all the plots are now being maintained other than the plot for the butterfly aviary which is a mess of weeds that are overpowering the bee balm.

PJ asked if it could be cleaned up before the HIB judges arrive in 2 weeks. Natalie stated she would try and get it cleaned up and would call PJ if she needed help.

Strategic Plan: Justin Brown presented his view of what the Strategic Plan should look like.

Justin stated we should follow the guidelines set out in the MA Ag Com book but with specific items and sections included for Holliston so we have guidelines in place to help with such issues as conflict resolution.

Justin will draft up an outline of the plan and present it at the next meeting.

AgCom Board Liaisons:

At the last meeting it was suggested that the AgCom should have a liaisons to each of the applicable boards in order to maintain a good working relationship with town boards and to provide assistance or advice, as needed, for any agricultural issues that may arise.

The following assignments were made:

Conservation Commission	PJ Kilkelly
Planning Board	Justin Brown
Board of Health	Charlie Roberts
Board of Selectmen	PJ Kilkelly / Justin Brown
Zoning Board of Appeals	Helen MacArthur
Open Space Committee	Natalie Kent
Community Farm Comm	PJ Kilkelly

Communications: Justin Brown gave an update on the group email.

Justin stated he had setup a new google group for the AgCom to receive emails to.

Charlie suggested that if a question is emailed to the group an auto response email should be sent back saying it will be brought up at the next meeting.

Members of the AgCom who have not joined the Google group will do so prior to the next meeting.

Farm Liaisons:

The group discussed that it was important for the AgCom to reach out to the commercial farmers in town and let them know that the AgCom is here to represent them and to ask them how they feel the AgCom could better serve them.

Board of Selectmen Meeting Update: Postponed to next meeting.

Website: Justin Brown gave an update on the website.

Justin stated the old website is still online but the AgCom doesn't have access to it anymore. He has purchased a new website and is in the process of building it out.

Farms Day:

Farms day will be September 11, 2016.

PJ will get the list of farm contacts and a copy of the letter sent out inviting them to farms day from Janet Horne.

PJ will send out the list of farms to the group and see if additional farms should be added.

Charlie will draft a letter to be sent out and send it to the group for review.

Charlie will then send out the letters to the farms and ask them to respond by July 31 if they would like to be involved.

The map and flyer design will be decided on at the next meeting once we have the list of farms that wish to be included.

The deadline to get information into the paper is August 15 so everything needs to be finalized by then.

Membership:

Jocelyn Tremblay stated she would like to become a member of the AgCom and is planning on resigning from the Community Farm Advisory Committee.

Motion: Justin Brown made a motion for Jocelyn Tremblay's name to be put forward to the Board of Selectmen to become a member of the AgCom.

Second: Helen MacArthur seconded the motion.

Discussion: Jocelyn stated she would send a letter of resignation to the Selectmen and let them know of her interest in becoming a member of the AgCom.

Vote: 4-0, passed unanimously.

Natalie will reach out to Tyla Doolin and see if she is still interested in being on the AgCom.

Next Meeting: The next meeting will be Wednesday August 3rd, 2016.

Meeting Adjourned:

Motion: PJ Kilkelly made a motion to adjourn the meeting at 8:54pm.

Second: Justin Brown seconded the motion.

Discussion: None.

Vote: 4-0, passed unanimously.

Respectfully submitted,
Charlie Roberts, Clerk