

Town of Lincoln
Minutes of the Agriculture Commission Meeting
Held on Tuesday, May 2, 2023 via Zoom teleconference

Members Present:

Voting: Louise Bergeron (co-chair), Ari Kurtz (co-chair), Nancy Bergen
Alternate Voting: Karen Seo

Members Absent:

Voting: Ellen Raja, Sherry Haydock, Linda Emanuel

7:40pm – Meeting commenced – Louise chairing

Approval of minutes

3/14/2023 minutes – approval postponed to June meeting

Ag Comm Newsletter

There is now a draft newsletter (8 pages including pictures). Louise presented a proposal for printing and distributing 3 newsletters a year (schedule and costs) as follows:

- Estimated costs:
 - \$1,967 To print a color copy for every address in Lincoln (including folding and delivery to post office) plus a few hundred extra copies
 - \$ 200 To print a few hundred color copies
 - \$ 195 Town-wide postal delivery of the newsletter
- Delivery schedule
 - May -- \$2,162 to print and mail copies town-wide; ask folks to send in email addresses if they wish to receive fall and winter newsletters
 - Sept – \$200 print a few hundred copies to hand out as needed and email copies to those who signed up for electronic delivery
 - Nov -- \$200 print a few hundred copies to hand out as needed and email copies to those who signed up for electronic delivery

**** 5/2/2023 Vote**—Voted (unanimously) to approve a sentence being included in the spring newsletter saying the fall and winter issues of the newsletter will be distributed electronically and asking people to send their email addresses to the Ag Comm if they'd like to receive the fall and winter newsletters.

**** 5/2/2023 Vote** – Voted (unanimously) to accept proposed budget and distribution plan for the spring Ag Comm newsletter. This approval is subject to review/editing by Ag Comm members of draft newsletter.

**** 5/2/2023 Action Item** – Louise to send the Ag Comm email address to the Ag Comm members.

**** 5/2/2023 Action Item** – Newsletter team to include sentence in spring newsletter saying the fall and winter issues of the newsletter will be distributed electronically and asking people to send their email address to the Ag Comm if they'd like to receive the fall and winter newsletters.

**** 5/2/2023 Action Item** – Louise to ask Linda to distribute latest version of newsletter to Ag Comm members for final review

**** 5/2/2023 Action Item** – All to review the latest version of the newsletter and provide feedback within 24 hours.

Farm-to-Food-Pantry program

Applications are due by 5/15/2023. Louise presented proposed grant awards based on applications received so far plus 2 farms expected to apply

Farm	\$Amount requested	\$Amount awarded from 2022-2023 budget	\$Amount awarded from 2023-2024 budget	Total award
Kanner	\$1000	\$800	\$200	\$1000
Codman	\$1000	\$1000		\$1000
Drumlin	\$3000	\$1000	\$1000	\$2000
Silvestro	\$500	\$500		\$500
Hannan		\$583		\$583
Flint			\$400	\$400
Total		\$3883	\$1600	\$5483

**** 5/2/2023 Vote**—Voted (unanimously) to approve use of \$3883 from 2022-2023 budget and \$1600 from 2023-2024 budget for the 2023 Farm-to-Food-Pantry program and to allocate as indicated in the spreadsheet above.

**** 5/2/2023 Action** – Ari to contact Mohammed to see if he plans to apply to the Farm-to-Food-Pantry program and if so, for how much funding.

**** 5/2/2023 Action** – Nancy Bergen (Flint Farm) to decide soon if Flint farm plans to participate in the Farm-to-Food-Pantry program and if so, how much funding they will request.

**** 5/2/2023 Vote** -- Voted (unanimously) that if Mohammed decides not to apply to the Farm-to-Food-Pantry, we will re-allocate funding earmarked for his farm (\$583) to other farms which have applied.

**** 5/2/2023 Action** – Karen to call town hall to figure out process to earmark 2023 funds for the Farm-to-Food-Pantry program (vs issuing checks)

**** 5/2/2023 Action** – Louise to forward Farm-to-Food-Pantry applications to Karen

**** 5/2/2023 Action** – Karen to set up grant analysis spreadsheet for the Farm-to-Food-Pantry program (amounts requested, amounts awarded, impact on farm, grower’s experience, produce delivered, overall assessment of applicant)

For now, it was agreed to put on the back burner any efforts to raise more funds for the Farm-to-Food-Pantry program such as:

- asking Town for increased Ag Comm budget
- Applying for MDAR funding -- Abigail Butt (CoA) sent us a pointer to possible MDAR funds -- [Agricultural Grants and Financial Assistance Programs | Mass.gov](https://www.mass.gov/info-details/agricultural-grants-and-financial-assistance-programs)

Ag Comm budget

The FY2023 (7/1/2022 to 6/30/2023) budget is \$6045.

The FY2024 (7/1/2023 to 6/30/2024) budget is \$6401 (subject to Town meeting approval).

Louise presented a draft budget that includes the Newsletter and Farm-to-food-pantry costs described above and some tentative projected costs

FY2023

\$1967 spring newsletter printing
\$195 townwide newsletter mailing
\$2883 farm-to-food-pantry program
\$6045 total

FY2024

\$1600 2023 farm-to-food-pantry program
\$400 Fall and Winter newsletter printing (a few hundred copies each)
\$2000 total (leaving \$4401)

Possible other FY2024 expenditures that will NOT all fit in the remaining funds

\$2000 Spring newsletter printing for entire town
\$195 townwide newsletter mailing
\$251 annual cost for FarmTalk email sharing
\$3800 2024 farm-to-food-pantry program

Establishment of "FarmTalk" email server – tabled to next meeting

Recruiting Ag Comm members

We have 2 openings and a possible third one. Several people have expressed interest in joining the Ag Comm.

- Bill Huss (co-owner of the alpacas being kept at Codman Estate)
- Neil Raj
- Pat Gray (early director of Food Project)

Louise has sent a list of possible projects to them. Bill has proposed that he take over the treasurer responsibilities. We agreed that we should invite them to the June meeting and find out what they're interested in doing.

**** 5/2/2023 Action** – Louise to invite the 3 people interested in joining the Ag Comm to the June meeting.

Meeting ended: estimated 9:00pm