

**AGRICULTURAL COMMISSION**  
**MINUTES OF MEETING 11/20/07**  
**HELD AT 7:00 PM IN ROOM 103**  
**LITTLETON TOWN OFFICES, 37 SHATTUCK STREET**

***Members Present:***                      *Kenneth Banks, Vice-Chairperson*  
    *Linda Cantillon, Clerk*  
    *Jamie Cruz, Chairperson*  
    *Amanda DeFreest, Member (Alt.)*  
    *Janet Dutcher, Member (Alt.)*  
    *John Mitchell, Member*

***Also Present:***                              *Alex McCurdy, Board of Selectmen*  
    *Jill Brown*

The Chair called the meeting to order at 7:10 p.m.

Jill Brown was in the audience and stated her interest in serving on the Commission. She will write a letter of interest to the Selectmen.

***Alex McCurdy, Board of Selectmen***

Selectman McCurdy attended this meeting. He is the Selectman representative for this Commission. He has been actively participating in getting this Commission active by speaking to interested members, some Conservation Commission members and other entities.

Selectman McCurdy informed us of some of his extensive background in farming with dairy farms and orchards. He remarked that while Littleton is in a time of transition, town boards and committees are working in harmony and with respect and consideration of each other and encouraged the Commission to continue toward that positive trend. He stated that this Commission will be an important piece of the economic development strategy; farming is part of our community and the history and culture of the Town involves our open lands and farmland. He encouraged us to review the mission of Agricultural Commissions, e.g., serve as liaisons to the farming community; facilitate grants; public relations and agricultural preservation planning. He also said that he strongly supports this Commission, its mission, purpose and that it has a very significant role in the future of Littleton's economy.

Selectman McCurdy put together a handout with some ideas and suggestions. Included were initiatives such as promoting “buying local” and looking into the feasibility of forming a farm partnership with the local dairy farm. He thanked the entire committee for stepping forward to volunteer and stated that he would be available to the members for any advice or ideas. He stressed the importance of the role of the Agricultural Commission in shaping Littleton in terms of the whole Economic Development mindset.

Ken Banks thanked Selectman McCurdy for taking the time to come to the meeting, providing ideas and for his persistence in following up on getting this Commission moving and encouraging us to be successful. All members thanked him as well.

John Mitchell asked Selectman McCurdy if he thought the entire Board of Selectmen was in support of the Commission; he replied that although they don’t have the same background as him, he thinks the support is there for the Commission and that they are a very open-minded and progressive board. He also discussed the Economic Development facilitator process and suggested we get involved with that aspect of planning.

### Minutes

The November 6, 2007 meeting minutes were reviewed. Ken Banks moved to approve the minutes; motion seconded by Janet Dutcher; vote: aye, unanimous.

John Mitchell went on to talk about the uniqueness of Littleton’s contiguous farmlands and will be writing up some articles for the local newspaper shortly. He strongly feels that our farmlands *are* the character of the Littleton, not just *part* of the Town’s character.

Ken Banks mentioned the Community Preservation Act (CPA) and suggested we look into how the money that will be distributed. Don MacIver (President, Littleton Conservation Trust) will be attending one of our upcoming meetings and will speak to that aspect of the CPA among other topics.

The action item list was reviewed from the last meeting.

Members discussed funding (APR), the importance of education and agriculture in the classroom. At some point, Jamie Cruz and Amanda DeFrest will approach the Superintendent/School Committee on this subject at some point.

Janet Dutcher reported that she had been in contact with a member of Pepperrell’s Ag Commission and that she invited them to our meeting. They in turn invited us and we will get their schedule and attend some of their meetings. Jamie Cruz remarked that Pepperrell is very active with their Commission. It was also suggested that we contact Groton and Harvard and attend some of their meetings in the future. Jill Brown will call the Town of Groton to see when they meet. Janet also said that she contacted the Department of Agriculture to request the handbooks and they suggested we print them out. Linda will copy them for everyone. Janet informed us of an all day meeting of Agricultural Commissions that will be held on December 8 in Marlboro. She will speak to the contact person so that we are registered for the day.

Linda Cantillon said that the Chapter 61 maps were not ready, but will be shortly. Also, she sent a request (via email) to the Town Administrator to have this Commission be included in the notification process when Chapter lands are being proposed for sale. Linda also will send a short memo to town boards and committees notifying them of the organization of the Commission. Part of the mission of this Commission is to put together a “work plan.” Linda provided a sample from another town and suggested writing down ideas for Littleton. That will be done at the next meeting.

Jamie Cruz and Amanda DeFreest brought some brochures that some towns had put together promoting the local farms in their towns; they are available at various places in those towns. Amanda and Jamie suggested doing this for Littleton’s farms.

We have a target date of February to hold an informational meeting for farmers (and citizens). Ken Banks suggested sending letters prior to the meeting soliciting ideas on what topics these farmers might be interested in hearing about; Ken Banks will draft a letter and he and Jaime Cruz will finalize it. Jamie and Amanda thought that hand-delivering these letters would get a better response and will do that.

**Action Items:** (REMINDER)

John Mitchell – will write an article for the local paper

Jill Brown – will call Town of Groton for their meeting schedule

Linda Cantillon – copy handbook, get Chapter 61 maps, start to put together goals list for work plan (on-going), get a date from Don MacIver (Cons. Trust) to attend a meeting

Ken Banks – draft letter to farmers soliciting their ideas

Jamie Cruz and Amanda DeFreest – hand-deliver letters

Janet Dutcher – will contact appropriate parties for Dec 8 registration

Janet Dutcher/Jamie Cruz – change the contact information on the Dept of Agriculture site

All Members – try to attend Dec 8 meeting

All Members – think about a “work plan” for Littleton, bring ideas to next meeting

All Members – read Farm & Farmland Protection Tools

All Members – put together ideas for informational meeting

The next meeting will be held on December 18, 2007. There will be only one meeting the month of December.

Ken Banks moved to adjourn the meeting at 8:45 pm; motion seconded by Janet Dutcher; vote: aye, unanimous.

*Minutes submitted by Linda Cantillon*