

Merrimack Agricultural Commission Meeting Minutes - June 26, 2012

Vice-Chairman Bob McCabe called the meeting to order at 7:10 p.m. Present were Pete Gagnon, Allen Lindahl, Cindy Warhola, Allan Swenson, Karen Swenson, John Lastowka, Tom Hanlon, Bob McCabe, Eber Currier, Bess Parks.

The Chairman and Vice-chairman have talked to town Finance officer, Paul Micali, for ideas on ways to get paper work to the town office as quickly as possible after the close of the Farmer's Market on Wednesdays.

Eber indicated that Tim Thompson informed us that the only way a public meeting can meet in non public session is to follow RSA 91-A:3. Eber indicated that since this public meeting may affect the outstanding reputation of advisory members of the public and members of the commission that he moves that we go into non public session. Cindy seconded. Vote was 6-0-0.

Eber then moved to seal minutes that might adversely affect the reputation of any members. Bess seconded. Vote was 5 to 1. John voted against. To be effective this needs a positive 2/3 vote of the members present.

When John Lastowka was sworn in, he was told to keep a record of everything. He must write a report every year for the town yearbook, so he needs all the information and he must turn in all financial records to the town finance officer. He has had no records from the Farmer's Market or Community Garden for 2012.

Bess Parks, as the treasurer, needs the finance records in order to report to the Commission each month. She also talked to Paul Micali about getting the records in time for the monthly meetings.

Cindy Warhola handles all the e-mail and calls coming in about the Farmer's Market so she needs to know this information too. Cindy is chairperson of the sub-committee that is in charge of the Market.

Everyone will turn in their receipts (signed by both the vendors and the manager of the day) in the town's drop box and Tammy (from Paul's office) will send record via e-mail to John, Bess, and Cindy in a day or two. Tom Hanlon, the new market manager, does not usually get thru cleaning up until after the town hall is closed so he is going to go down in person the next morning (Thursday) and present his figures and hand in all monies and receipts directly to Tammy. Tom would also like a list of things that he is expected to perform so he makes sure they are done correctly.

Karen Swenson has a spread sheet for the Community Garden and a book with only one copy

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for receipts. The town is looking for books with three or four copies. Karen was not at the last meeting because she was cleaning up at the Farmer's Market also so did not have figures for the treasurer.

We have three separate accounts – the Community Garden, the Farmer's Market, and the Town account – they provide us with \$200.00 a year.

Pete Gagnon moved to authorize a system for Farmer's Market to deposit records and money in Town's deposit box and the Finance Department to e-mail report to the Chairman and Treasurer of Agricultural Commission and the Chairman of the sub-committee. Allen Lindahl seconded. Vote was 7-0-0.

Pete Gagnon moved to authorize a system for Community Garden to deposit records and money in Town's deposit box and the Finance Department to e-mail report to the Chairman and Treasurer of Agricultural Commission and the Chairman of the sub-committee. Eber seconded. Vote was 7-0-0.

Cindy said there will be no market on July 4th, Karen Swenson will be there on July 11th, Tom Hanlon and John Lastowka will be there on July 18th with Bess there to help clean up. Tom and John will be there on July 25th. Cindy will be available during August to assist Tom. Cindy is concerned about our expenditures. Ideally we should try and discuss them a month or two in advance so we can set aside a proper amount to be available for those expenditures.

Eber moved to unseal the minutes. Pete seconded. Vote was 7-0-0.

Allen moved to adjourn, Pete seconded. Vote was 7-0-0.
Adjourned at 8:15.

Respectfully submitted,
Trudy Currier