

Millstone Township
Agricultural Advisory Council
Meeting Minutes
June 2, 2008

The Chairman called the meeting to order at 7:26 PM.

The Secretary read the adequate notice.

Roll Call:

Present: Mr. Asprocolas, Ms. Butch, Mr. Halka, Ms. Pinhas, Mr. Romano

A motion was made by Ms. Butch to approve the May 5, 2008, minutes with a second offered by Ms. Pinhas and all in favor of approval.

Old Business

- **Manure Management Program** - discussion tabled.
- **Correspondence** - no correspondence to discuss.
- **Open Farm Market**
 - **Start Date:** Saturday, July 12, from 9:00 AM to 1:00 PM
 - **Location:** Wagner Farm Park parking lot; the lower lot closer to the road is more visible and may be a better location than the lot closest to the clubhouse.
 - **Advertising:** the Secretary will prepare a flier and send to Council members for approval; fliers will be distributed at the Clambake on Sunday, June 8th, and information will be posted on the Township website, on the PEG and in the next Township newsletter; the Secretary will contact the Board of Education regarding flier distribution at the schools; Jane Meggitt, of Greater Media, will be contacted regarding the kick-off; the Asbury Park Press and the Messenger Press will be contacted; a Jersey Fresh banner will be posted at the entrance to Wagner Farm Park; the Secretary will contact the Department of Agriculture regarding the "Save the Garden State" sign vendor and work with the Township Clerk to determine if the signs will need to go out to bid.
 - **Vendors:** at this time, priorities for vendors are as follows: Millstone farmers, Millstone-grown produce, Jersey-grown produce; the market should start with at least four different vendors and a limit may be set on the number of participating vendors; a waiting list will be compiled once the market reaches capacity; a mandatory meeting with vendors is tentatively scheduled for Thursday, July 10, at Wagner Farm Park to review rules and regulations.

- **Produce:** currently the preference is Millstone-grown and then Jersey-grown; this preference may change if customers request non-Jersey grown produce such as bananas.
 - **Council Representation:** Ms. Butch suggested that all Council members attend the opening day of the market; Council members will need to know how many vendors will be participating in the market and how much space each vendor will require; Council representatives will provide maps and direct vendors to their designated areas; designated areas will be made permanent after the first day of operation; after the first two days of operation, a Council member will be on-call to act as the market manager/mediator to resolve disputes; discussion included potential issues between backyard gardeners and regular farm market farmer/vendors; immediate issues will be referred to members present at the market, as vendors, who will contact the "on-call" Council mediator by phone; Council members will work out coverage based on availability; Ms. Pinhas will be responsible for site monitoring; the Secretary will notify Ken Gann of the DPW regarding use of the park.
 - **Board of Health:** the Secretary will investigate Board of Health notification requirements.
 - **Market Rules**
 - All vendors must complete necessary paperwork and meet market requirements
 - vendors must provide their own supplies including tables, canopies, etc.
 - vendors must supply their own labor
 - vendors are responsible for removing all litter
 - vendors must acquire approval of Council to sell out-of-state and/or imported produce
 - market rules will be finalized after Sunday, June 8th.
 - contracts will be sent to Simon Kaufman for review
 - **Insurance:** some small-scale farmers may not have liability insurance coverage and proof of insurance may be required to participate in the market; the Secretary will contact Simon Kaufman regarding Township liability issues and vendor insurance coverage requirements.
 - **Vendor Fee Ordinance:** a vendor participation fee of \$5.00 for resident vendors and \$10.00 for non-resident vendors will be charged; a resident vendor is defined as a Millstone resident or Millstone landowner; proof of residency will be required; fees will be collected in advance; the market will be self-sufficient and all money collected will be used for advertising, site maintenance and clean-up.
- ***OEM Large Animal Action Plan***
- **Farm Animal OEM Survey:** blank surveys will be available at the Clambake for attendees to complete.

- **OEM Liaison:** Ms. Butch and Ms. Maggi Romano attended the May OEM meeting; Ms. Butch provided an overview of the meeting and indicated that the OEM would like to know how many Farm Animal Surveys responses have been received and questioned food and water requirements of horses in emergency situations; the OEM meeting dates will be changed going forward due to the change in the Coordinator; Mr. Ken Gann has replaced Mr. Jargowsky (who has resigned) as OEM Coordinator; Members discussed compiling a list of local veterinarians and contact information which can be provided to the State Police for emergency purposes.
- ***Municipal Farm Lease***
 - The Council has been invited to the executive session of the June 4th Township Committee meeting to discuss municipal farm lease recommendations; members reviewed recommendations previously discussed at the March 3rd Council meeting and added three recommendations as follows: requiring a 30 foot barrier, of grass or hay, around the crop to protect the field from runoff; prohibiting the use of buildings on the property (specific to the Lee property); requiring a cover crop of wheat, oats, rye, barley or hay, which must be planted by October 15th of each year; Council members agreed to attend the Township Committee meeting for the purpose of making municipal farm lease recommendations and explaining reasoning behind recommendations.
- ***OSFP Clambake Fundraiser***
 - The Clambake will be held on Sunday, June 8th; early seating volunteers are requested to arrive by 11:30 AM.
- ***Newsletter***
 - An article about the Farm Market will be included in the next addition of the newsletter.

New Business

- There was no new business to discuss.

At 10:05 PM a motion was made by Mr. Halka with a second offered by Ms. Pinhas and by unanimous vote the meeting adjourned at 10:05 PM.

Respectfully submitted,

Lorraine Maher