

JOINT HOLLIS CONSERVATION & AGRICULTURAL COMMISSIONS WORKING GROUP

Minutes of Meeting

September 29, 2017

Approved November 2, 2017

Members Present: Mark Post, Dan Harmon, Agricultural Commission; Jonathan Bruneau, Conservation Commission; Connie Cain, Staff

Meeting was called to order at 12:01 pm.

BID PROPOSALS FINAL REVIEW

M. Post stated that this meeting was to complete the final review of the bid proposals for the 1-year Stefanowicz Agricultural Lease and to vote on the draft letter of the received proposal summaries and recommendations to be made to the Board of Selectmen. M. Post has created the draft and asked members to suggest any edits or changes; these changes will be made and submitted to the Town Administrator this afternoon.

The draft recommends that both the Poulin and Lull Farm bids be accepted. A summary chart, similar to that in the September 25, 2017 meeting minutes, is to be included in the recommendation letter with the 4 criteria listed for each proposal. These minutes will also be attached to the recommendation letter for discussion purposes.

Review of the summaries listed commenced. M. Post noted that Lull Farm has met the proposal criteria, and submitted the proposal based on the 1-year time frame. Additionally, the Poulin proposal also meets the criteria. D. Harmon asked if any wooded area in the lease is separated out; M. Post stated that it is listed in the summary chart. D. Harmon researched tap rates, and found that the rate listed in the bid proposal is consistent with the information he was able to find. He would prefer that the tap rate price be listed instead of the calculated value; it is anticipated that 100 trees will be tapped, however, that number could slightly vary so the "per tap rate" is felt to be more appropriate. Unknown if insurance will be an issue at this point.

D. Harmon included a few maple sap harvesting web links as resources. The examples given include the "Sugarbush Lease" which required the harvester to create a management plan for the care and protection of the forested areas; he would recommend that this be implemented should a long-term lease be entered into in the future. Additionally there is an article with formulas on how to calculate the top tap rate for wholesale values.

M. Post asked members about the Rickety Ranch proposal. While the proposal called for leasing "the entire parcel as identified in the RFP..." there was no specific uses for each location given, nor had any bid price been found in the document. Some minor revisions were suggested, and M. Post will implement. Members again felt that the proposal spoke to a multi-year proposal, not a 1-year proposal, and with the lack of a bid price, the proposal did not meet the qualifications as proposed in the RFP.

D. Harmon made the motion to accept and submit the proposal recommendations, as revised, to the Board of Selectmen at their October 2, 2017 public meeting; seconded by J. Bruneau. All members in favor, none opposed, and the motion carried 3-0-0. M. Post will make the revisions as discussed, and submit to the Town Administrators office prior to 3:00 pm this day.

MINUTES

M. Post motioned to accept the minutes of the public meeting of September 25, 2017 as written, seconded by D. Harmon. All members in favor, none opposed, and the September 25, 2017 public minutes were approved 3-0-0.

M. Post recommended that the last line of the second paragraph, on lines 19-20, be removed, as it spoke to an opinion not stated at the meeting; members agreed. M. Post motioned to accept the minutes of the September 25, 2017 non-public meeting as revised and to keep them sealed until voted to release to the public; seconded by J. Bruneau. All members in favor, none opposed, and the September 25, 2017 non-public minutes were approved as revised 3-0-0.

ADJOURNMENT

M. Post motioned to adjourn the meeting; seconded by J. Bruneau. All members in favor, none opposed; the motion carried and the meeting was adjourned at 12:40 pm.

Respectfully submitted,
Connie Cain
Staff