



## Killingly Community Garden Committee

### REGULAR MEETING

WEDNESDAY, September 6th, 2017

7:00 p.m.

Killingly Town Hall

172 Main Street, Killingly CT 06239

Room 102

### Minutes

RECEIVED  
TOWN CLERK, KILLINGLY, CT  
2017 SEP 12 AM 10:03  
Elizabeth M. Quisenberry

- I. Call to Order and Roll Call
  - A. Welcome and Introductions-Meeting called to order by chair, Wayland Leonard, at 7:05pm, with John Colbridge, Samantha Abbamonte, Brittany Evans, Carrie Carter, Jess Viens, Jonathan Blake, Eric Rumsey, Louise Lee, and Heather Goodier in attendance.
- II. Approval of Minutes
  - A. August 2nd, 2017 Regular Meeting-a motion was made by Sam Abbamonte to accept the minutes. Seconded by Jess Viens. Approved unanimously.
  - B. August 10, 2017 Special Meeting- a motion was made by Sam Abbamonte to accept the minutes. Seconded by Jess Viens. John Colbridge abstained. Motion Passed 4-0-1.
- III. Citizens' Comments-A motion was made by John Colbridge, seconded by Jess Viens to suspend Citizens Comment rules for this meeting. Approved unanimously.
- IV. Ongoing Business
  - A. Elks Grant (Beacon Grant)/Workdays-
    1. Louise Lee reported that the grant has been submitted with photos and receipts. She has a few more pictures to add and they will be sent this week. Additional work has been done on Linda's Garden and Wayland will forward her those pictures as well. Information regarding Carrie and Virginia Keith's low tunnel class has been submitted. She thanked the group for its due diligence in getting all receipts and materials to her in a timely manner. She is waiting to hear back as to whether anything else is needed to close out the grant. She has also reported to the Elks that a permanent water connection is on hold and that a temporary connection is in the works. It is possible that the grant will be available again next year. Louise is still waiting to hear back regarding a compactor for the completion of the walkway. But, she has a manual one if it is not available.
    2. Jonathan indicated that \$2085.27 was spent for the grant, with the overage coming from the KCG budget. The items from Lowe's have arrived. The weed wacker will be delivered to the shed. The website is up. All check requests have been submitted to Town Finance.
    3. Wayland passed around the pamphlets that were printed. They will go in a pamphlet holder at the garden. The produce scale will be placed in the shed along with a sheet to record produce yields.
  - B. Fundraising-A collection jar will be brought to the Tomato Festival. Eric mentioned that there is a Town program that will search for grants that would be applicable to KCG. Information regarding the Grassroots grant will be sent to Sam. She will look into the grant and application process.

- C. KCG Website-The website is up. It can be added to. Some suggestions were a blog or articles and advertising events. Chris reminded the group that articles and news can also be sent to her for the Killingly Green Newsletter.
- D. Bylaws-Jonathan submitted the revisions to the group. He asked that they be reviewed with suggestions and corrections sent to him so that a vote to adopt the bylaws may be held at the October meeting. He also suggested reviewing the mission and vision statements to ensure they still match KCG's goals. He asked the officers to review their duties as currently written. As KCG's funds are not a separate line item and are in a pool of funds with the Town, it is important that KCG's treasurer keep a record in the event of any discrepancies. The Dissolution Clause has been changed to reflect a more standard relationship with the Town. If KCG becomes a non-profit the conveyance of monies and/or property would require action by the Town Manager and, likely, the Town Council.
- E. Educational/Outreach-
1. Carrie will reach out to Virginia regarding the low tunnel class. It is currently scheduled for the end of September (September 30<sup>th</sup> at 1:00 PM). She also indicated that the canning class is on hold until early May at the earliest. There are few certified canning instructors in the area. Eric suggested putting a sign up at the Tomato Festival as outreach for knowledgeable canners who may be able to assist with classes. Virginia is reaching out to local churches, Fire Departments, etc. who may have a certified kitchen where classes may be held.
  2. Tomato Festival-A table, chairs, the pop-up tent, signage, and produce from the garden are needed. Carrie will be available to set-up and break down. The deadline is noon tomorrow for any printing that needs to be done by the Town.
- F. 501c3 Nonprofit-A print out of the tax form needed to start the application process was provided to Sam. A subcommittee may be needed for the work required of the application. Eric reminded the group that any time there is a quorum of KCG members there is the potential for FOIA implications. All emails between members should 'cc' a Town employee and the garden should not be discussed at social events. If there is a quorum, there should be minutes. Eric will provide handouts regarding FOIA, its rules, and use.
- G. Other-
1. Goals-Short term goals were discussed
    - a. Workday scheduled for Sunday, September 17<sup>th</sup>, 2017 at 9:00am with a focus on cleaning out the shed.
    - b. Fall clean-up day scheduled for Saturday, October 7<sup>th</sup>, 2017 at 9:00am.
    - c. Completion of the walkway
    - d. Installation of 1 security camera
  2. Long term goals-It was agreed that this year was not as successful as previous years. Discussion ensued regarding why this was the case. Frustration regarding the inability to complete a watering system and communication with the Town was discussed. It was agreed that, going forward, and for goals to be accomplished, better communication is required. Jonathan acknowledged that having had multiple Town liaisons has not been beneficial and that he is here to assist the group moving forward. Everyone involved wishes for the group to be successful and there are additional Town properties that may eventually be converted to gardens.

V. Next Meeting – Wednesday, October 4th, 2017

VII. Adjournment-at 9:20pm upon a motion by Carrie Carter, seconded by John Colbridge. Approved unanimously.