RESOLUTION

Establishing an Agricultural Advisory Committee

Adopted January 10, 2017

BE IT RESOLVED, that the Town Board of the Town of Knox hereby establishes the

**Purpose, Structure, Operational Parameters, and Membership of the**

 **Town of Knox Agricultural Advisory Committee**

**Section 1** – The purpose of the Agricultural Advisory Committee is to advise the Town Board and other Town agencies on matters pertaining to the preservation, promotion, and ongoing operation of agricultural activity in the Town of Knox.

 **Section 2 –**

1. **Committee; Personnel; Appointment; Organization.** There is hereby established in the Town of Knox a permanent committee to be known and designated as the "Town of Knox Agricultural Advisory Committee" which shall consist of five (5) residents of the Town of Knox who are engaged in farming, agri-business, or a vocation related to agriculture; and two (2) residents of the Town of Knox who shall serve as ex-officio members, one of whom shall be a Town Board member and one who shall be a Planning Board member or alternate member. Ex-officio members shall only be eligible to serve on the committee while they hold the other cited Town office. The members of the said committee first appointed, shall serve for terms as follows: one (1) appointee for a one (1) year term; one (1) appointee for a two (2) year term and one (1) appointee for a three (3) year term; one (1) appointee for a four (4) year term and one appointee for a (5) year term. Thereafter, all appointments shall be for terms of five (5) years and vacancies shall be filled for the unexpired term only. The Knox Town Board will select one member of the said committee to serve as chairperson for a one (1) year term on an annual basis. The members shall serve until their respective successors are appointed. The members of the committee shall receive no compensation for their services.

The committee shall organize within thirty (30) days after the appointment of its total membership for the remainder of the then calendar year and thereafter annually. Said committee may establish rules of order and meet at least once annually and from time to time as its rules of order might provide. The Agricultural Advisory Committee shall report to the Town Board and to such other Town agencies as may request its assistance.

1. **Assistance.** The Agricultural Advisory Committee may request technical assistance and/or

specialized advice from any resource it may deem appropriate, including but not limited to other local residents; other Town of Knox officials; Albany County Cooperative Extension; Albany County Soil and Water Conservation; Albany County Agriculture and Farmland Protection Board; American Farmland Trust; New York Agricultural Land Trust and NYS Agriculture and Markets. However, no contracts for payment for services or other expenditure of Town funds may be entered into by the Committee.

1. **Funds for Committee Operations**

As a citizen advisory committee, the Agricultural Advisory Committee may not authorize any expenditure of Town funds. Funds necessary for proper committee operation may be requested by the committee from the Town Board and, in accordance with customary procedures, the Town Board may authorize such funds and approve the expenditure thereof.

**Section 3 - Responsibilities of Committee.** The responsibilities of the committee shall be as follows:

1. To create, recommend methods, review proposals, and develop proposals for the implementation of the goals of the Town of Knox Agriculture and Farmland Protection Plan and, report their findings to the Town Board.
2. To, from time to time, amend and update the Plan as needed and refer such updates and amendments to the Town Board.
3. To monitor local farming activity and determine existing issues facing farmers and those in related endeavors and to recommend reasonable and desirable solutions to the Town Board.
4. To monitor trends in agriculture, and local development so as to identify future issues, which will face farmers and those in related endeavors and to recommend reasonable and desirable solutions to the Town Board.
5. To identify methods whereby the Town Board, County or State governments can encourage existing farmers to continue in active agricultural operation.
6. To, when requested by the Town Board or other agencies engaged in and environmental review of proposed private or public development projects and/or infrastructure projects, provide input regarding the impacts on agriculture of such projects.
7. To recommend to the Town Board, Town Planning Board and/or other agencies techniques that will help preserve large, contiguous and economically viable tracts of agricultural land.
8. To communicate with local farmers that the Agricultural Advisory Committee exists and can offer direction and assistance in many cases, invite their participation in Committee activities, and either directly or through interaction with other government agencies advise them of benefits and protections to which they are entitled.
9. To facilitate the local presentation of educational programs by Cooperative Extension and other experts for farmers for the purposes of improving local farming practices and meeting the challenges the industry faces.
10. To assist in minimizing conflicts between agricultural uses and adjacent and nearby rural residential and commercial activities.
11. To encourage and assist applications to farmland preservation programs including but not limited to the New York State Purchase of Development Rights program, and, when such applications are submitted provide input into the review thereof.
12. To encourage appropriate conservation strategies and agricultural activities.
13. To study and comment on proposals by local, county, state or federal governments that may impact on local farms and farmlands.
14. To recommend to the Town Board reasonable and desirable changes to this listing of responsibilities.
15. To make an annual report to the Town Board setting forth and detailing the activities and operations of the committee during the preceding year.
16. To accomplish any other tasks referred to it by the Town Board or other local agencies having to do with agricultural related activities.

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