



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: August 1, 2008  
Subject: JFO #2329

No Joint Fiscal Committee member has requested that the following item be held for review:

**JFO #2329** — \$10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.  
[JFO received 06/30/08]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Linda Morse, Administrative Assistant  
Roger Allbee, Secretary



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: June 30, 2008  
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2329** — \$10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.  
[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@leg.state.vt.us)) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Allbee, Secretary

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.  
P.O. Box 64  
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of \$10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: \$10,000.00

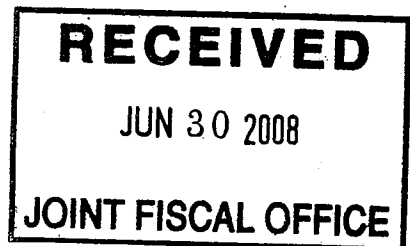
POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:  
SECRETARY OF ADMINISTRATION  
SENT TO JOINT FISCAL OFFICE:

(INITIAL) JK 6/16/08  
 (INITIAL) SPM  
 DATE: \_\_\_\_\_



**STATE OF VERMONT  
REQUEST FOR GRANT ACCEPTANCE**  
(use additional sheets as needed)

**FORM AA-1**  
(Rev. 9-90)

1. Agency:  
2. Department: **Vermont Agency of Agriculture, Food & Markets**  
3. Program: **Mobile Poultry Slaughterhouse**  
4. Legal Title of Grant: N/A  
5. Federal Catalog No.: N/A  
6. Grantor and Office Address: **Castanea Foundation, Inc.**  
**P.O. Box 64**  
**Montpelier, VT 05601**

7. Grant Period: From: **05-20-2008** To: **12-31-2008**

8. Purpose of Grant: (Attach additional Sheets if needed)  
To assist in completing the construction of a mobile poultry slaughterhouse .

9. Impact on Existing Programs if Grant is not Accepted:

The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

| 10. Budget Information:                   | (1st State FY) | (2nd State FY) | (3rd State FY) |
|---|----------------|----------------|----------------|
|   | <u>FY 2009</u> | <u>FY 2010</u> | <u>FY 2011</u> |
| <b>EXPENDITURES:</b>                      |                |                |                |
| Personal Services                         | \$ 10,000.00   | \$             | \$             |
| Operating Expenses                        | \$             | \$             | \$             |
| Grants                                    | \$             | \$             | \$             |
| <b>TOTAL</b>                              | \$ 10,000.00   | \$             | \$             |
| <b>REVENUES:</b>                          |                |                |                |
| State Funds:                              |                |                |                |
| Cash                                      | \$             | \$             | \$             |
| In-Kind                                   | \$             | \$             | \$             |
| Federal Funds:                            |                |                |                |
| (Direct Costs)                            | \$             | \$             | \$             |
| (Statewide Indirect)                      | \$             | \$             | \$             |
| (Department Indirect)                     | \$             | \$             | \$             |
| Other Funds:                              |                |                |                |
| (source) <u>Castanea Foundation, Inc.</u> | \$ 10,000.00   | \$             | \$             |
|   | \$             | \$             | \$             |
| <b>TOTAL</b>                              | \$ 10,000.00   | \$             | \$             |

Grants will be allocated to these  
appropriation expenditure accounts

Appropriation Nos.  
DEPTID 2200030000  
FUND 21889  
PROGRAM 26853

Amounts  
\$ 10,000.00

**REC'D JUN 05 2008**

11. Will grant monies be spent by one or more personal service contracts?

YES

NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

*Dave Lane for Roger Allbee* (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |

TOTAL

12b. Equipment and space for these positions:

- is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*Dave Lane for Roger Allbee*  
(Signature)  
Secretary: Agriculture, Food & Markets  
(Title)

(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
(Signature)

*6/20/08*  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*[Signature]*  
(Signature)

*6/17/08*  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**STATE OF VERMONT**  
**Department of Finance and Management**  
**MEMO**

**TO:** Mike Smith, Secretary of Administration and Jim Reardon, Commissioner  
of Finance and Management  
**FROM:** Toni Hartrich, Budget and Management Analyst *TH*  
**DATE:** 6/16/08  
**SUBJECT:** Grant Acceptance Request from the Agency of Agriculture, Food and  
Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of \$10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

**I am recommending approval of this grant request.**



Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, VT 05620-2901  
[www.VermontAgriculture.com](http://www.VermontAgriculture.com)

Agency of Agriculture

**MEMORANDUM**

To: Mike K. Smith, Secretary of Administration  
From: Anson Tebbetts, Deputy Secretary of Agriculture *ABT/mm*  
Re: Mobile Poultry Unit  
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was \$149,999. After a period of negotiation and re-design, the cost was reduced to \$92,999 which is still a little higher than the \$80,000 that was approved. We have \$80,000 of special fund dollars in our FY2008 budget and have received private funding of \$10,000. The remaining \$3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

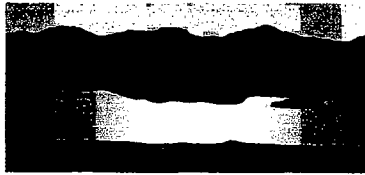
APPROVED

*Ronald P. Meade*  
\_\_\_\_\_  
Secretary of Administration

Date 5/21/08

REC'D MAY 19 2008





Castanea Foundation, Inc.

May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a \$10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture's efforts to preserve the State's working landscape and significant agricultural lands by enhancing Vermont's farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

Please be advised that no part of this grant may be used for the benefit of any private donor, political campaign, or to support or influence legislation of any governmental body other than making available the results of nonpartisan analysis, study and research. In addition, none of the grant funds shall be awarded to a secondary grantee without the express permission of Castanea Foundation, Inc.

In order for us to remain informed on how the grant is used, we would like to request a brief written report in six month updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director  
Castanea Foundation, Inc.





**Agency of Agriculture**  
116 State Street, Drawer 20  
Montpelier, VT 05620-2901  
[www.VermontAgriculture.com](http://www.VermontAgriculture.com)

*Agency of Agriculture*

## MEMORANDUM

**To:** Toni Hartrich  
**From:** Mary Morrison *Mary*  
**Date:** 6/3/2008  
**Re:** AA-1 - Castanea Foundation

---

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc..  
Let me know if you need more.

Thanks.





## Castanea Foundation, Inc.

Castanea Foundation, Inc.  
Post Office Box 64  
Montpelier, Vermont 05601  
phone: (802) 225-1180  
fax: (802) 225-1182

Tim Storrow  
Executive Director  
phone: (413) 772-2146  
fax: (413) 773-5755  
email: [timstorrow@comcast.net](mailto:timstorrow@comcast.net)

## Castanea Foundation, Inc.

### Mission Statement

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York.

The Foundation particularly emphasizes conservation projects that promote economically viable and environmentally sound farm enterprises. The Foundation's underlying belief is that the health of the region's agriculture is essential to the future health of rural communities in Vermont and New York.

The Foundation undertakes projects directly in support of its mission, and works collaboratively with landowners and state and local partners to achieve its goals. The Foundation does not accept unsolicited grant proposals.

### Geographic Focus

The Foundation operates throughout the State of Vermont, with a priority given to projects in the watershed of Lake Champlain and Southwestern, Vermont and Hoosick River and Batten Kill watersheds of Washington and northern Rensselaer Counties, New York.

### Goals

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer

**From:** Nathan Lavery  
**Subject:** Fwd: FW: Mobile Poultry Unit

From: Mitchell, Mike  
Sent: Monday, June 30, 2008 12:00 PM  
To: Morrison, Mary  
Subject: Mobile Poultry Unit

The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell

Vermont Agency of Agriculture

Compliance Investigator

116 State Street

Montpelier, Vermont 05620-2901

Fax:(802)-828-5983

Office:(802) 828-2426

[mike.mitchell@state.vt.us](mailto:mike.mitchell@state.vt.us)

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**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: June 30, 2008  
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2329** — \$10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.  
[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@leg.state.vt.us)) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Allbee, Secretary



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Representative David Zuckerman

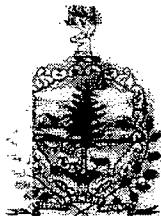
From: Nathan Lavery

Date: June 30, 2008

Subject: JFO #2329 (Mobile Poultry Slaughterhouse Unit)

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski  
Rep. Shap Smith  
Stephen Klein



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: June 30, 2008  
Subject: Grant Request

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cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Allbee, Secretary

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.  
P.O. Box 64  
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of \$10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: \$10,000.00

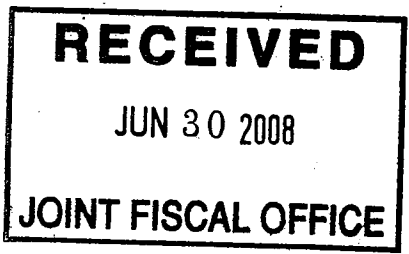
POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:  
SECRETARY OF ADMINISTRATION  
SENT TO JOINT FISCAL OFFICE:

(INITIAL) 6/16/08  
(INITIAL) SPM  
DATE: \_\_\_\_\_



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

- 1. Agency:
- 2. Department: **Vermont Agency of Agriculture, Food & Markets**
- 3. Program: **Mobile Poultry Slaughterhouse**
- 4. Legal Title of Grant: **N/A**
- 5. Federal Catalog No.: **N/A**
- 6. Grantor and Office Address: **Castanea Foundation, Inc.**  
**P.O. Box 64**  
**Montpelier, VT 05601**

7. Grant Period: From: **05-20-2008** To: **12-31-2008**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To assist in completing the construction of a mobile poultry slaughterhouse .

9. Impact on Existing Programs if Grant is not Accepted:  
 The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

| 10. Budget Information:                   | (1st State FY)<br><u>FY 2009</u> | (2nd State FY)<br><u>FY 2010</u> | (3rd State FY)<br><u>FY 2011</u> |
|---|----------------------------------|----------------------------------|----------------------------------|
| <b>EXPENDITURES:</b>                      |                                  |                                  |                                  |
| Personal Services                         | \$ 10,000.00                     | \$                               | \$                               |
| Operating Expenses                        | \$                               | \$                               | \$                               |
| Grants                                    | \$                               | \$                               | \$                               |
| <b>TOTAL</b>                              | <b>\$ 10,000.00</b>              | <b>\$</b>                        | <b>\$</b>                        |
| <b>REVENUES:</b>                          |                                  |                                  |                                  |
| State Funds:                              |                                  |                                  |                                  |
| Cash                                      | \$                               | \$                               | \$                               |
| In-Kind                                   | \$                               | \$                               | \$                               |
| Federal Funds:                            |                                  |                                  |                                  |
| (Direct Costs)                            | \$                               | \$                               | \$                               |
| (Statewide Indirect)                      | \$                               | \$                               | \$                               |
| (Department Indirect)                     | \$                               | \$                               | \$                               |
| Other Funds:                              |                                  |                                  |                                  |
| (source) <u>Castanea Foundation, Inc.</u> | \$ 10,000.00                     | \$                               | \$                               |
|   | \$                               | \$                               | \$                               |
| <b>TOTAL</b>                              | <b>\$ 10,000.00</b>              | <b>\$</b>                        | <b>\$</b>                        |

Grants will be allocated to these appropriation expenditure accounts

|                           |                |
|---------------------------|----------------|
| <u>Appropriation Nos.</u> | <u>Amounts</u> |
| DEPTID 2200030000         | \$ 10,000.00   |
| FUND 21889                |                |
| PROGRAM 26853             |                |

**REC'D JUN 05 2008**



11. Will grant monies be spent by one or more personal service contracts?

YES

NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

x *Dave Lane for Roger Allbee* (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
|        |                     |
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

*Dave Lane for Roger Allbee*  
(Signature)  
Secretary, Agriculture, Food & Markets  
(Title)

(Date)

14. Action by Governor:

- Approved
- Rejected

*[Signature]*  
(Signature)

6/20/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

*[Signature]*  
(Signature)

6/17/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

\_\_\_\_\_  
(Signature)

(Date)

**STATE OF VERMONT**  
**Department of Finance and Management**  
**MEMO**

**TO:** Mike Smith, Secretary of Administration and Jim Reardon, Commissioner  
of Finance and Management  
**FROM:** Toni Hartrich, Budget and Management Analyst *TH*  
**DATE:** 6/16/08  
**SUBJECT:** Grant Acceptance Request from the Agency of Agriculture, Food and  
Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of \$10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

**I am recommending approval of this grant request.**



Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, VT 05620-2901  
[www.VermontAgriculture.com](http://www.VermontAgriculture.com)

Agency of Agriculture

**MEMORANDUM**

To: Mike K. Smith, Secretary of Administration  
From: Anson Tebbetts, Deputy Secretary of Agriculture *ABT/mm*  
Re: Mobile Poultry Unit  
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was \$149,999. After a period of negotiation and re-design, the cost was reduced to \$92,999 which is still a little higher than the \$80,000 that was approved. We have \$80,000 of special fund dollars in our FY2008 budget and have received private funding of \$10,000. The remaining \$3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

APPROVED

*Donald P. Meade*

Secretary of Administration

Date *5/21/08*

REC'D MAY 19 2008





Castanea Foundation, Inc.

May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a \$10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

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In order for us to remain informed on how the grant is used, we would like to request a brief written report in six month updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director  
Castanea Foundation, Inc.

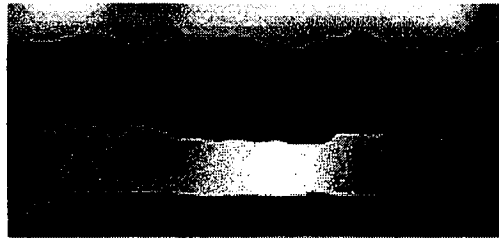
## MEMORANDUM

**To:** Toni Hartrich  
**From:** Mary Morrison *Mary*  
**Date:** 6/3/2008  
**Re:** AA-1 - Castanea Foundation

---

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc..  
Let me know if you need more.

Thanks.



## Castanea Foundation, Inc.

Castanea Foundation, Inc.  
Post Office Box 64  
Montpelier, Vermont 05601  
phone: (802) 225-1180  
fax: (802) 225-1182

Tim Storrow  
Executive Director  
phone: (413) 772-2146  
fax: (413) 773-5755  
email: [timstorrow@comcast.net](mailto:timstorrow@comcast.net)

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### Mission Statement

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### Goals

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer

**From:** Nathan Lavery  
**Subject:** Fwd: FW: Mobile Poultry Unit

From: Mitchell, Mike  
Sent: Monday, June 30, 2008 12:00 PM  
To: Morrison, Mary  
Subject: Mobile Poultry Unit

The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell

Vermont Agency of Agriculture

Compliance Investigator

116 State Street

Montpelier, Vermont 05620-2901

Fax:(802)-828-5983

Office:(802) 828-2426

[mike.mitchell@state.vt.us](mailto:mike.mitchell@state.vt.us)

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**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: June 30, 2008  
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2329** — \$10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.  
[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@leg.state.vt.us)) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Allbee, Secretary



STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.  
P.O. Box 64  
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of \$10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: \$10,000.00

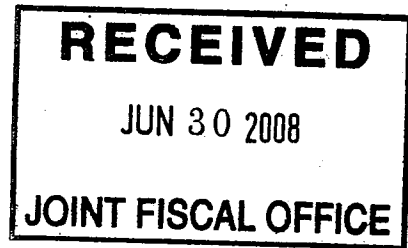
POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:  
SECRETARY OF ADMINISTRATION  
SENT TO JOINT FISCAL OFFICE:

(INITIAL)     6/16/08  
 (INITIAL)     *SPM*  
 DATE: \_\_\_\_\_



**STATE OF VERMONT  
REQUEST FOR GRANT ACCEPTANCE**  
(use additional sheets as needed)

**FORM AA-1**  
(Rev. 9-90)

1. Agency:  
 2. Department: **Vermont Agency of Agriculture, Food & Markets**  
 3. Program: **Mobile Poultry Slaughterhouse**  
 4. Legal Title of Grant: N/A  
 5. Federal Catalog No.: N/A  
 6. Grantor and Office Address: **Castanea Foundation, Inc.**  
**P.O. Box 64**  
**Montpelier, VT 05601**

7. Grant Period: From: **05-20-2008** To: **12-31-2008**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To assist in completing the construction of a mobile poultry slaughterhouse .

9. Impact on Existing Programs if Grant is not Accepted:

The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

| 10. Budget Information:                   | (1st State FY)      | (2nd State FY) | (3rd State FY) |
|---|---------------------|----------------|----------------|
|   | <u>FY 2009</u>      | <u>FY 2010</u> | <u>FY 2011</u> |
| <b>EXPENDITURES:</b>                      |                     |                |                |
| Personal Services                         | \$ 10,000.00        | \$             | \$             |
| Operating Expenses                        | \$                  | \$             | \$             |
| Grants                                    | \$                  | \$             | \$             |
| <b>TOTAL</b>                              | <b>\$ 10,000.00</b> | <b>\$</b>      | <b>\$</b>      |
| <b>REVENUES:</b>                          |                     |                |                |
| State Funds:                              |                     |                |                |
| Cash                                      | \$                  | \$             | \$             |
| In-Kind                                   | \$                  | \$             | \$             |
| Federal Funds:                            |                     |                |                |
| (Direct Costs)                            | \$                  | \$             | \$             |
| (Statewide Indirect)                      | \$                  | \$             | \$             |
| (Department Indirect)                     | \$                  | \$             | \$             |
| Other Funds:                              |                     |                |                |
| (source) <u>Castanea Foundation, Inc.</u> | \$ 10,000.00        | \$             | \$             |
|   | \$                  | \$             | \$             |
| <b>TOTAL</b>                              | <b>\$ 10,000.00</b> | <b>\$</b>      | <b>\$</b>      |

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM 26853

Amounts  
 \$ 10,000.00

**REC'D JUN 05 2008**

11. Will grant monies be spent by one or more personal service contracts?

YES

NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X Dave Lane for Roger Allbee (Date)

12a. Please list any requested Limited Service Positions:

| Titles | Number of Positions |
|--------|---------------------|
|        |                     |
| TOTAL  |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

Dave Lane for Roger Allbee  
(Signature)  
Secretary, Agriculture, Food & Markets  
(Title)

(Date)

14. Action by Governor:

- Approved
- Rejected

[Signature]  
(Signature)

6/20/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

[Signature]  
(Signature)

6/17/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

(Signature)

(Date)

**STATE OF VERMONT**  
**Department of Finance and Management**  
**MEMO**

**TO:** Mike Smith, Secretary of Administration and Jim Reardon, Commissioner  
of Finance and Management  
**FROM:** Toni Hartrich, Budget and Management Analyst *TH*  
**DATE:** 6/16/08  
**SUBJECT:** Grant Acceptance Request from the Agency of Agriculture, Food and  
Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of \$10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

**I am recommending approval of this grant request.**



Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, VT 05620-2901  
[www.VermontAgriculture.com](http://www.VermontAgriculture.com)

Agency of Agriculture

**MEMORANDUM**

To: Mike K. Smith, Secretary of Administration  
From: Anson Tebbetts, Deputy Secretary of Agriculture *ABT/mmm*  
Re: Mobile Poultry Unit  
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was \$149,999. After a period of negotiation and re-design, the cost was reduced to \$92,999 which is still a little higher than the \$80,000 that was approved. We have \$80,000 of special fund dollars in our FY2008 budget and have received private funding of \$10,000. The remaining \$3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

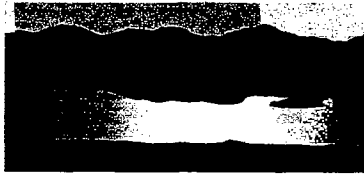
APPROVED

*Linda P. Meade*  
\_\_\_\_\_  
Secretary of Administration

Date *5/9/08*  
\_\_\_\_\_

REC'D MAY 19 2008





Castanea Foundation, Inc.

May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a \$10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture's efforts to preserve the State's working landscape and significant agricultural lands by enhancing Vermont's farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

Please be advised that no part of this grant may be used for the benefit of any private donor, political campaign, or to support or influence legislation of any governmental body other than making available the results of nonpartisan analysis, study and research. In addition, none of the grant funds shall be awarded to a secondary grantee without the express permission of Castanea Foundation, Inc.

In order for us to remain informed on how the grant is used, we would like to request a brief written report in six month updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director  
Castanea Foundation, Inc.



Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, VT 05620-2901  
[www.VermontAgriculture.com](http://www.VermontAgriculture.com)

Agency of Agriculture

## MEMORANDUM

**To:** Toni Hartrich  
**From:** Mary Morrison *Mary*  
**Date:** 6/3/2008  
**Re:** AA-1 - Castanea Foundation

---

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc..  
Let me know if you need more.

Thanks.





## **Castanea Foundation, Inc.**

**Castanea Foundation, Inc.**  
Post Office Box 64  
Montpelier, Vermont 05601  
phone: (802) 225-1180  
fax: (802) 225-1182

**Tim Storrow**  
Executive Director  
phone: (413) 772-2146  
fax: (413) 773-5755  
email: [timstorrow@comcast.net](mailto:timstorrow@comcast.net)

## **Castanea Foundation, Inc.**

### **Mission Statement**

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York.

The Foundation particularly emphasizes conservation projects that promote economically viable and environmentally sound farm enterprises. The Foundation's underlying belief is that the health of the region's agriculture is essential to the future health of rural communities in Vermont and New York.

The Foundation undertakes projects directly in support of its mission, and works collaboratively with landowners and state and local partners to achieve its goals. The Foundation does not accept unsolicited grant proposals.

### **Geographic Focus**

The Foundation operates throughout the State of Vermont, with a priority given to projects in the watershed of Lake Champlain and Southwestern, Vermont and Hoosick River and Batten Kill watersheds of Washington and northern Rensselaer Counties, New York.

### **Goals**

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer



**From:** Nathan Lavery  
**Subject:** Fwd: FW: Mobile Poultry Unit

From: Mitchell, Mike  
Sent: Monday, June 30, 2008 12:00 PM  
To: Morrison, Mary  
Subject: Mobile Poultry Unit

The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities with in the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell

Vermont Agency of Agriculture

Compliance Investigator

116 State Street

Montpelier, Vermont 05620-2901

Fax:(802)-828-5983

Office:(802) 828-2426

[mike.mitchell@state.vt.us](mailto:mike.mitchell@state.vt.us)

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**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: June 30, 2008  
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

**JFO #2329** — \$10,000 grant from Castanea Foundation, Inc. to the Agency of Agriculture, Food and Markets. These grant funds will cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit.  
[JFO received 06/30/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us) or Stephen Klein at 802/828-5769; [sklein@leg.state.vt.us](mailto:sklein@leg.state.vt.us)) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by July 14 we will assume that you agree to consider as final the Governor's acceptance of this request.

cc: James Reardon, Commissioner  
Linda Morse, Administrative Assistant  
Roger Allbee, Secretary

STATE OF VERMONT  
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant will help cover the cost of construction of the mobile poultry slaughterhouse.

TITLE OF GRANT: N/A

FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Castanea Foundation, Inc.  
P.O. Box 64  
Montpelier, VT 05601

DATE: 6/16/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant of \$10,000 will cover the difference between the amount budgeted for the slaughterhouse mobile unit and the actual cost of constructing the unit.

AMOUNT / VALUE: \$10,000.00

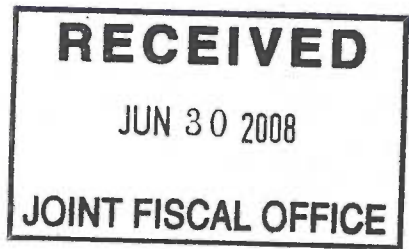
POSITIONS REQUESTED: None

GRANT PERIOD: 5/20/08 to 12/31/08

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT:  
SECRETARY OF ADMINISTRATION  
SENT TO JOINT FISCAL OFFICE:

(INITIAL)          6/16/08  
 (INITIAL)          ppm  
 DATE:         



**STATE OF VERMONT**  
**REQUEST FOR GRANT ACCEPTANCE**  
 (use additional sheets as needed)

**FORM AA-1**  
 (Rev. 9-90)

- 1. Agency:
- 2. Department: **Vermont Agency of Agriculture, Food & Markets**
- 3. Program: **Mobile Poultry Slaughterhouse**
- 4. Legal Title of Grant: **N/A**
- 5. Federal Catalog No.: **N/A**
- 6. Grantor and Office Address: **Castanea Foundation, Inc.**  
**P.O. Box 64**  
**Montpelier, VT 05601**

7. Grant Period: From: **05-20-2008** To: **12-31-2008**

8. Purpose of Grant: (Attach additional Sheets if needed)  
 To assist in completing the construction of a mobile poultry slaughterhouse .

9. Impact on Existing Programs if Grant is not Accepted:

The bid for the construction of the mobile poultry slaughterhouse came in higher than the FY2008 budgeted amount. If the grant is not accepted, the construction could not be completed.

| 10. Budget Information:                   | (1st State FY)      | (2nd State FY) | (3rd State FY) |
|---|---------------------|----------------|----------------|
|   | <u>FY 2009</u>      | <u>FY 2010</u> | <u>FY 2011</u> |
| <b>EXPENDITURES:</b>                      |                     |                |                |
| Personal Services                         | \$ 10,000.00        | \$             | \$             |
| Operating Expenses                        | \$                  | \$             | \$             |
| Grants                                    | \$                  | \$             | \$             |
| <b>TOTAL</b>                              | <b>\$ 10,000.00</b> | <b>\$</b>      | <b>\$</b>      |
| <b>REVENUES:</b>                          |                     |                |                |
| State Funds:                              |                     |                |                |
| Cash                                      | \$                  | \$             | \$             |
| In-Kind                                   | \$                  | \$             | \$             |
| Federal Funds:                            |                     |                |                |
| (Direct Costs)                            | \$                  | \$             | \$             |
| (Statewide Indirect)                      | \$                  | \$             | \$             |
| (Department Indirect)                     | \$                  | \$             | \$             |
| Other Funds:                              |                     |                |                |
| (source) <u>Castanea Foundation, Inc.</u> | \$ 10,000.00        | \$             | \$             |
|   | \$                  | \$             | \$             |
| <b>TOTAL</b>                              | <b>\$ 10,000.00</b> | <b>\$</b>      | <b>\$</b>      |

Grants will be allocated to these  
 appropriation expenditure accounts

Appropriation Nos.  
 DEPTID 2200030000  
 FUND 21889  
 PROGRAM 26853

Amounts  
 \$ 10,000.00

REC'D JUN 05 2008



11. Will grant monies be spent by one or more personal service contracts?

YES

NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X Dave Lane for Roger Allbee (Date)

12a. Please list any requested Limited Service Positions:

| Titles |       | Number of Positions |
|--------|-------|---------------------|
|        |       |                     |
|        |       |                     |
|        | TOTAL |                     |

12b. Equipment and space for these positions:

- Is presently available.
- Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

Dave Lane for Roger Allbee  
(Signature)  
Secretary: Agriculture, Food & Markets  
(Title)

(Date)

14. Action by Governor:

- Approved
- Rejected

[Signature]  
(Signature)

6/20/08  
(Date)

15. Secretary of Administration:

- Request to JFO
- Information to JFO

[Signature]  
(Signature)

6/17/08  
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- Request to be placed on JFC agenda
- Approved (not placed on agenda in 30 days)
- Approved by JFC
- Rejected by JFC
- Approved by Legislature

(Signature)

(Date)

**STATE OF VERMONT**  
**Department of Finance and Management**  
**MEMO**

**TO:** Mike Smith, Secretary of Administration and Jim Reardon, Commissioner  
of Finance and Management  
**FROM:** Toni Hartrich, Budget and Management Analyst *TH*  
**DATE:** 6/16/08  
**SUBJECT:** Grant Acceptance Request from the Agency of Agriculture, Food and  
Markets

Enclosed is the Agency of Agriculture Food and Markets request for acceptance of a grant of \$10,000.00 from The Castanea Foundation to cover the remaining amount needed to fund the construction of the Mobile Poultry Slaughterhouse Unit. There are no positions requested for this grant.

**I am recommending approval of this grant request.**



Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, VT 05620-2901  
[www.VermontAgriculture.com](http://www.VermontAgriculture.com)

Agency of Agriculture

**MEMORANDUM**

To: Mike K. Smith, Secretary of Administration  
From: Anson Tebbetts, Deputy Secretary of Agriculture *ABT/mmm*  
Re: Mobile Poultry Unit  
Date: May 9, 2008

On April 2, 2008, the Agency of Agriculture received your approval for a sole source contract with Brothers Body and Equipment, LLC to design and build the mobile poultry processing unit.

The original bid was \$149,999. After a period of negotiation and re-design, the cost was reduced to \$92,999 which is still a little higher than the \$80,000 that was approved. We have \$80,000 of special fund dollars in our FY2008 budget and have received private funding of \$10,000. The remaining \$3,000 would come from our general fund appropriation for FY2009.

If you have any questions, please let me know.

APPROVED

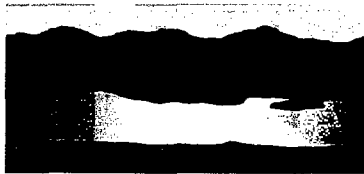
*Ronald P. Meade*  
\_\_\_\_\_  
Secretary of Administration

Date *5/21/08*  
\_\_\_\_\_

REC'D MAY 19 2008







Castanea Foundation, Inc.

May 20, 2008

Anson Tebbetts  
Deputy Secretary  
Agency of Agriculture  
116 State Street, Drawer 20  
Montpelier, Vermont 05620-2901

Dear Anson,

On behalf of the Board of Directors of the Castanea Foundation, Inc., I am pleased to inform you that Castanea Foundation has approved a \$10,000 grant to the Vermont Agency of Agriculture to assist it in completing the construction and purchase of a mobile poultry slaughterhouse in furtherance of preserving significant agricultural lands within the State.

As you know, Castanea Foundation, Inc. is interested in supporting the Agency of Agriculture's efforts to preserve the State's working landscape and significant agricultural lands by enhancing Vermont's farm economy through investments in agricultural infrastructure. This grant will enable the Agency to reduce the resources that it would otherwise be required to expend to discharge this important State function. The State-inspected mobile facility is of particular interest to Castanea because it has the potential to preserve valuable agricultural lands within the State by strengthening new and existing markets for Vermont poultry products.

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In order for us to remain informed on how the grant is used, we would like to request a brief written report in six month updating us on project developments.

It has been a pleasure working with you and we look forward to hearing how things progress.

Regards,

Tim Storrow

Executive Director  
Castanea Foundation, Inc.

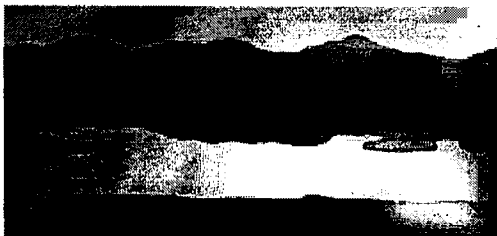
## MEMORANDUM

**To:** Toni Hartrich  
**From:** Mary Morrison *Mary*  
**Date:** 6/3/2008  
**Re:** AA-1 - Castanea Foundation

---

Here is the AA-1 for acceptance of a grant from the Castanea Foundation, Inc..  
Let me know if you need more.

Thanks.



## Castanea Foundation, Inc.

Castanea Foundation, Inc.  
Post Office Box 64  
Montpelier, Vermont 05601  
phone: (802) 225-1180  
fax: (802) 225-1182

Tim Storrow  
Executive Director  
phone: (413) 772-2146  
fax: (413) 773-5755  
email: [timstorrow@comcast.net](mailto:timstorrow@comcast.net)

## Castanea Foundation, Inc.

### Mission Statement

The mission of the Castanea Foundation, Inc. is to conserve and protect agriculturally productive and environmentally significant lands and water resources throughout Vermont and select areas of New York.

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### Goals

- Increase the amount of conserved land in the region
- Increase the number of economically viable and environmentally sustainable farms
- Strengthen the local and regional food economy via direct connections between the producer and the consumer

**From:** Nathan Lavery  
**Subject:** Fwd: FW: Mobile Poultry Unit

From: Mitchell, Mike  
Sent: Monday, June 30, 2008 12:00 PM  
To: Morrison, Mary  
Subject: Mobile Poultry Unit

The poultry unit is needed to service small Vermont poultry producers, because of the unavailability of poultry slaughter facilities within the State. The mobile poultry unit will serve small poultry farmers in Vermont. The unit should be ready sometime in October 2008.

Michael Mitchell

Vermont Agency of Agriculture

Compliance Investigator

116 State Street

Montpelier, Vermont 05620-2901

Fax:(802)-828-5983

Office:(802) 828-2426

[mike.mitchell@state.vt.us](mailto:mike.mitchell@state.vt.us)

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