

Spring Hill Farm Advisory Committee (SHFAC)
November 20, 2023 – 7:00 p.m.
Draft Minutes

2

4

Members present:

6 Beth Sautter, Chair

Cindy LeBlanc

8 Kristina Snyder

Mark Desiderio

10 Kim Rairdon

Ann Podlipny

12

Members absent:

14 Chuck Myette

Joe Biedrzycki

16 Colin Costine, Alternate

Ted Broadwater, Alternate

18 Stephen O. Landau, Board of Selectmen Liaison

20 **Guests present:**

Chester PACT

22

I. Call to Order

24 Chair Sautter called the meeting to order at 7:02 p.m.

II. Old Business

26

A. Attendance

28

B. Approval of Minutes – October 16, 2023

30

32 *Ms. Rairdon moved to accept the minutes of the October 16, 2023, meeting as written. Ms. Snyder seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

34

36 Chair Sautter shared correspondence from Mr. Biedrzycki regarding the October 16, 2023, minutes. Referring to line 77, Mr. Biedrzycki said he had no recollection of volunteering to do anything with the mission statement and he does not want the responsibility of rewriting it.

38

40 **C. Treasurer's Report**

42 Mr. Desiderio reported an addition to the September report. There were two charges
44 for the brochures, \$175.47 and \$115.96. The total ending balance in the main fund as
of the end of September was \$2,258.91 and the Advisory fund ending balance was
\$998.58.

46 He reported that for October, the electricity expense for the barn was \$17.54 and
48 \$17.99 for the caretaker cottage. There were reimbursables of \$89.99 and three bills
for portables for a total of \$465.00. This leaves a total of \$2,238.38 in the main fund.
The balance in the Advisory fund is \$443.59.

50 *Ms. Snyder moved to accept the Treasurer's Report as presented. Ms. Rairdon*
52 *seconded the motion. A vote was taken, all were in favor. The motion passed*
54 *unanimously.*

56 **D. Cattlemen Update**

The cattlemen were not present to provide an update.

58 **E. Geary Farms Update**

Nick and Christy Ortins were not present to provide an update.

60 **F. 2024 Budget**

62 The Committee discussed remaining expenses for the current fiscal year. They also
64 discussed the 2024 budget and projected expenses, taking into account changes that
will occur once the farmhouse is open and additional supplies that will be needed.
The fiscal year begins July 1, 2024. They also discussed a new sign for the farm. Mr.
66 Desiderio will submit the budget.

68 **G. Site Plan Status**

70 Mr. Myette was not present to provide an update. Chair Sautter said her
understanding is that Victor Chouinard and Alex are working on a new location for
72 the bathroom that is not over a crawlspace and determine how to tie it into the septic
system.

74 **H. Brochures Update**

76 Mr. Biedrzycki was not present, but Chairman Sautter shared his summary on the
brochures. He reported the number of brochures distributed and asked if he should
78 retain what have not been distributed for Winter Fest, which the Committee agreed
he should do. He asked how many people are visiting the website and if this can be
checked monthly; Chair Sautter will ask Town Administrator Doda for this
80 information. The Committee discussed whether more brochures should be printed
and decided at this point, it wasn't necessary.

82

84 They discussed requests to be added to the newsletter distribution list. They will
86 solicit pictures from residents visiting the Farm to include in the newsletter. They
noted the number of followers on the Facebook page is increasing.

I. Grants

88 Mr. Biedrzycki was not present, but Chair Sautter shared his update. He has looked
90 into the Moose grants. He said it is important to plan ahead regarding identified
92 needs and apply for grants in advance. Chair Sautter contacted the Wason Pond
Wrangler and they added the Trust to the list of local non-profit organizations that
will receive contributions from the proceeds of the event.

94 Ms. Podlipny said Mr. Biedrzycki is allowing her to take over the grant piece in 2024
96 and will be sharing the pertinent information with her.

98 In terms of future needs, the Committee discussed the work that needs to be done to
100 open the farmhouse, purchasing supplies (tables, seating), and work that needs to be
done on the barn and tack shack.

J. Leash Requirement for Dogs at Spring Hill Farm

102 Chair Sautter and Ms. Snyder met with the Board of Selectmen and presented the
104 leash regulation for dogs at Spring Hill Farm, which passed. The Committee
discussed enforcement and the possibility that Ranger Wright could patrol the
106 property, but this has not been agreed upon. They also discussed the location of
signage and what signs should say. Ms. Snyder will contact a sign maker.

K. Chester Conservation Commission Update

108 Ms. Snyder reminded the Committee that Moosewood Ecological will be conducting
110 an NRI for the Town of Chester in 2024 and into 2025. Public outreach is included in
112 their contract, so Spring Hill Farm is able to utilize this service, if interested. Copies
of the posters Moosewood created will be added to the kiosk. She reported the
Conservation Commission continues to purchase land to protect it.

III. New Business

A. Looking Ahead to 2024

114 Chair Sautter reported she will be stepping down as Chair as of January 1, 2024. She
116 will continue to be a member of the Committee and the Trust. Ms. Podlipny asked if
118 there were any openings on the Committee, as it would allow more input and more
120 connection with the community.

122 The Committee discussed possible events in 2024, including an open house for the
124 farmhouse and an online auction for fundraising.

B. Next meeting – January 15, 2024

126

The Committee agreed not to have a meeting in December, but to share any important information via email.

128

IV. Adjourn

130

Mr. Desiderio moved to adjourn the meeting. Ms. Podlipny seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

132

134

The meeting was adjourned at 8:04 p.m.

136

Respectfully submitted,
Beth Hanggeli, Recording Secretary