

**Spring Hill Farm
Advisory Committee
January 15, 2018
Approved Minutes**

Attendance

Present:

Corinna Reishus, Facilitator
Selectman Cass Buckley
Emily Kunelius
Kendall Kunelius
Maria Oakley
Joe Castricone
Tiffany Coroka Gillen
James Piper
Maryann Boulter
Chuck Myette
Joe Krasowski

Guest(s) – Town Clerk Erin Newnan
Selectman Dick Trask
Richard LeBlanc

1. Call to Order – Open Meeting

Mrs. Reishus called the meeting to order at 7:01 pm.

2. Appointment of Committee Members

Town Clerk Erin Newnan administered the oaths of the following members who were appointed by the Board of Selectman on December 21, 2017:

Joe Castricone	for a three year term;
Tiffany Coroka Gillen (Agriculture)	for a three year term
Kendall Kunelius	for a three year term
James Piper (Alternate)	for a three year term
Joe Krasowski	for a two year term
Emily Kunelius	for a two year term
Maria Oakley (Recreation)	for a two year term
Maryann Boulter	for a one year term

Mrs. Newnan departed the meeting.

Cass Buckley for a one year term

(Selectman Buckley's oath was administered prior to his entering this meeting).

There are three open vacancies still to be appointed by the Board of Selectmen:

Member of Conservation Commission for a one year term

Alternate Member at Large for a one year term

Alternate Member at Large for a two year term

3. Review of December 15, 2017 Meeting Notes

Mrs. Kunelius (Kendall) motioned to accept the minutes amended as follows: revise line 78 to correct the spelling of her name. Mr. Krasowski seconded her motion. All in favor, so moved.

4. Appointment of Chair/Vice Chair

Ms. Reishus handed out ballots to each of the voting members to vote for Chair (one year term). The majority of the votes went for Mrs. Kendall Kunelius. Mr. Castricone motioned to make Mrs. Kendall Kunelius Chair of the Spring Hill Farm Advisory Committee. Mrs. Oakley seconded his motion, all in favor, so moved.

Ms. Reishus handed out ballots to each of the voting members to vote for a Vice-Chair. The majority of the votes went for Tiffany Coroka Gillen. Mr. Castricone motioned to make Mrs. Gillen Vice Chair. Mr. Piper seconded his motion, all in favor, so moved.

5. Management Plans

Spring Hill Farm Management Plan & By-Laws

Mrs. Boulter drafted a formal document for organization purposes and handed one out to everyone. The document was discussed, edited and revised. Mr. Castricone motioned to send a final edit of the document to a legal representative. Mrs. Kunelius seconded his motion. Mrs. Boulter will make the revisions discussed and forward to members for review.

Annual Reports: Compiling annual reports for the BOS was discussed and whether it should be done more than annually but did not come to any conclusion.

Resignations and replacements. The replacement terms will be for the remainder of the term of the person who they are replacing.

Small Working Groups: Selectman Buckley advised that its great to have areas of interest but the Committee as a whole must stay together. Mr. Castricone and Selectman Buckley suggested that it would be a good idea to email back and forth between the working groups to keep everyone involved. Mr. Castricone warned to be careful of what is put into emails due to the Right to Know Law. Selectman Buckley warned that even if it's marked confidential in the email you have to be careful because that doesn't ensure that it will be confidential. Mrs. Reishus asked about the additional

meetings and Mr. Krasowski suggested to wait and see some ideas first, and decide afterward if they would need more time. The smaller meetings outcomes must be distributed to the larger group.

Mrs. Reishus advised that those working on specific projects could have their own separate working meetings.

Farming: Tiffany Coroka Gillen, James Piper, Kendall & Emily Kunelius and Chuck Myette

Forestry: James Piper, Kendall Kunelius and Chuck Myette

Recreation: Joe Castricone and Maria Oakley

Education: Joe Castricone, Tiffany Coroka Gillen and Emily Kunelius

The remaining members will participate in the administrative project: Maryann Boulter and Joe Krasowski.

Mission Statement: Kendall Kunelius and Emily Kunelius have worked together to come up with a Mission Statement: the goal as a committee is to help the Board of Selectmen operate a working farm for full benefit of the town that covers the four categories listed in the easement while being self-sustaining. Selectman Buckley made it clear that the overall town goals are different from the Mission Statement.

Budget: There was some initial confusion as to whether the budget for the trustees would be separate from the budget for the Advisory Committee. Selectman Buckley suggested divorcing the idea of the trust money being used for this committee. Selectman Trask suggested that we can make it that way so they can use it.

Review of Other Working Farms – pros/cons

Joppa Hill Farm, Bedford, New Hampshire

New Pond Farm, West Redding, Connecticut

Shelburne Farms, Shelburne, Vermont

Steele Farm, Boxborough, Massachusetts

Mrs. Gillen stated that she liked the details of the Steele Farm plan. The smaller scale things were really informative, easily accessible and had map work, and map work for Spring Hill Farm would be fantastic. Mr. Myette reminded everyone that Mr. Hume from Conservation was working on mapping of trails for the trail systems in town. Mrs. Reishus advised that Steele Farm had an advisory committee much like this one and that they could probably be contacted for ideas. Mrs. Gillen thought New Pond Farm had awesome concepts but membership was privatized and that is not the intention for Spring Hill Farm.

6. New Business

Forestry Management Plan

Future goals should be putting together a forestry management plan.

Maintaining Trail(s)

Selectman Buckley spoke to this being a town of volunteers so it really shouldn't take money if they have so many people who are willing to volunteer to maintain trails.

Seminars. Mrs. Kunelius recommended a seminar on February 23rd being held at UNH on generational farming from 9 am to 3 pm if anyone would like to attend.

The next meeting date is February 19, 2018.

7. Adjournment

Mr. Castricone motioned to adjourn the meeting at 8:50 pm. Mrs. Boulter seconded his motion, all in favor, so moved.

Respectfully submitted,

Daniel Hoijer,
Recording Secretary