

**Spring Hill Farm Advisory Committee
December 10, 2018
Approved Minutes
7:00 PM
Attendance**

Present:

Chair Kendall Kunelius
Willa Coroka
Emily Kunelius
Cass Buckley
Maria Oakley
James Piper

Absent:

Chuck Myette
Joe Castricone
Colin Costine
Maryann Boulter
Joe Krasowski

Members of the Public Present at Various Times:

None

1. Call to Order – Open Meeting

Chair Kendall Kunelius called the meeting to order at 7:07 pm.

2. Review of Minutes – November 19, 2018

Ms. Coroka directed that Line 78 should be \$294, not \$194;
Line 78 should be fell not feel
Line 121 add “the”

Chair Kendall Kunelius motioned to approve the minutes of November 19, 2018, as amended. Mr. Buckley seconded the motion, voting five in favor were: Chair Kendall Kunelius, Willa Coroka, Emily Kunelius, Cass Buckley and James Piper with Mrs. Oakley abstaining due to absence from that meeting, so moved.

3. Membership Terms, Nominations and Officers

Chair Kendall Kunelius stated that she had received a resignation from Ms. Boulter and that Mr. Castricone indicated he will not be renewing his term.

Chair Kendall Kunelius nominated Cindy LeBlanc and James Piper to be members of the Spring Hill Farm Advisory Committee. Mr. Piper who was present indicated he would accept as an alternate. Mr. Buckley stated he will renew his term as Selectman for one year. Voting will be at next month’s meeting.

Chair Kendall Kunelius reported that four terms would be renewing in 2019 and two in 2020.

Chair Kendall Kunelius nominated Willa Coroka to serve as Chair. Ms. Coroka accepted the nomination. Chair Kendall Kunelius nominated Emily Kunelius as Vice Chair. Ms. Emily Kunelius accepted the nomination.

5. Miscellaneous

Budget, Revenues & Warrant Article

Chair Kendall Kunelius advised that Mrs. Doda will prepare the draft Warrant Article that will need to be brought before the Town at Town Meeting to establish their budget and revenue accounts. No Funds were used at the Fall Festival as the Town waived the fee for the porta potty and police detail. The budget to be established is for the fiscal year which begins on July 1, 2019 and ends on June 30th. \$500 was proposed for the expense budget. The Committee will need to establish a figure for the revenue fund and these will be separate from the Trust. Chair Kendall Kunelius advised the funds therefore won't be available right away. Mr. Buckley explained the method of requesting funds be transferred to the Committee from the general fund once their account is established.

Mr. Buckley motioned to move forward with the establishment of the revenue fund account, seconded by Mr. Piper, with all in favor, so moved.

Business Plan – Tabled

Mr. Buckley will draft the business plan with Mr. Krasowski. Some things to keep in mind are the Master Gardener's project, haying and barn restoration.

300th Anniversary/Barn Restoration

Mr. Myette had indicated at the last meeting that he would like to propose building a second barn with the Timber Framers's Guild. The Committee after much discussion concluded the focus should be on restoring the existing barn, which according to the Preservation Alliance report is in good structural condition. Chair Kendall Kunelius recommended storing the antique farm equipment in the existing barn as it is warm and dry on the ground level and could use some gravel or crushed stone as a base. Mr. Piper recommended using trees from the farm property. Mrs. Oakley advised the barn was the last barn raised in Chester and its restoration would be in keeping with the 300th Anniversary. Mr. Buckley indicated there are matching funds in the hundreds of dollars available for appraising the barn and there is existing lumber that was milled for repairing the barn. Ms. Emily Kunelius stated that Ed from the Preservation Alliance is a family friend and she will reach out to him to see if he can recommend how best to proceed.

Next Meeting: January 21, 2019. Chair Kendall Kunelius asked if anyone could not make the meeting because it was a holiday, and all were in agreement to continue to have the meeting on the 21st.

6. Adjournment

Chair Kendall Kunelius motioned to adjourn at 7:42 pm. Mr. Buckley seconded her motion, all in favor, so moved.

Respectfully submitted,

Nancy Hoijer,
Recording Secretary