

**Spring Hill Farm
Advisory Committee
January 21, 2019
Approved Minutes**

Attendance

Present:

Chair Willa Coroka
Kendall Kunelius
Emily Kunelius
Maria Oakley
Chuck Myette
Joe Krasowski
Cindy LeBlanc

Absent:

Cass Buckley
Colin Costine
James Piper

Members of the Public Present at Various Times:

Cindy LeBlanc

1. Call to Order – Open Meeting

Chair Coroka called the meeting to order at 7:04 pm.

Old Business

2. Review of Minutes –

Amendments: 2nd page, second to last line, change Dave to Ed.

Chair Coroka motioned to accept the minutes, as amended. Kendall Kunelius seconded the motion. Mr. Myette, Mrs. Oakley, Mr. Krasowski and Mrs. LeBlanc abstained from voting. Approved 3-0.

3. Public Comment

New Business

Chair and Vice-Chair

Kendall Kunelius nominated Willa Coroka for the position of Chair and Emily Kunelius for the position of Vice-Chair.

Mr. Myette motioned to appoint Willa Coroka as Chair of the Spring Hill Farm Advisory Committee. Kendall Kunelius seconded the motion, with all in favor, so moved.

Kendall Kunelius motioned to appoint Emily Kunelius as Vice-Chair of the Spring Hill Farm Advisory Committee. Mrs. Oakley seconded the motion, with all in favor, so moved.

Resignation & Appointment

Chair Coroka asked about appointing Mrs. LeBlanc as a new member. Mr. Myette asked if there were any resignations? Kendall Kunelius stated there are two openings, both members. Mr. Myette asked for clarification of who has resigned and their terms. Kendall Kunelius stated that Mary Ann Boulter and Joe Castricone have resigned.

Kendall Kunelius motioned to fill the vacancy of Joe Castricone with a three-year term, for Cindy LeBlanc. Mr. Krasowski seconded the motion, with all in favor, so moved.

Chair Coroka asked if there were any pressing matters?

Budget

Mr. Myette advised the budget needed to be presented, and minutes approved. Last year a spreadsheet should have been given to support the budget. Kendall Kunelius advised it was sent as a separate email and are on for the January 24th meeting with the Board of Selectmen.

Mr. Krasowski stated may have to spend \$500 for the Fair alone. Mr. Myette reminded that Agriculture paid for the Food Scaping class. Mr. Myette noted to make a list of assets on farm as well as plans for spending and perhaps a timber management plan.

Emily Kunelius asked about an RFP for the high tunnel. Mr. Krasowski suggested having criteria ready and getting the BOS requirements up front and working around those. Emily Kunelius noted she found an old lease agreement they could use.

Workshops

Kendall Kunelius advised that she and Chair Coroka are interested in having an activity at the Farm, an educational series concerning raising and care of chickens. Mrs. Oakley stated she had to look at dates but was interested in helping.

Kendall Kunelius advised some people may be interested in the humane harvesting of chickens. Emily Kunelius asked about charging a fee or donation? Chair Coroka noted it would be presented to BOS.

Chair Coroka advised Mrs. LeBlanc was interested in presenting Part II of Edible Landscape.

Chair Coroka recommended guided hikes. Kendall Kunelius suggested involving the Boy Scouts and discussed this with Selectman Landau. Chair Coroka added that GPS could be used also. Mr. Myette

advised there are pdfs of the map online.

Kendall Kunelius recommended making a Facebook Page for Spring Hill Farm. Chair Coroka added mainly for announcements. Kendall Kunelius stated donations could be made through Facebook also. Mr. Myette advised to make sure the Town finance and administration know what we're up to because some fundraisers are not allowed. Kendall Kunelius reported she discussed having their own account with Deb Doda at the BOS office and she advised it will take a year and require a Warrant Article. Mr. Myette added that as an advisory committee, need financial management. Some committees cannot have an operating budget. Chair Coroka recommended combining with Agriculture. Mr. Myette advised that was essentially what was done with Conservation. Mrs. Oakley suggested the Historical Society. Emily Kunelius asked about combining with Trust. Mr. Myette advised the Trust is its own corporation. Makes sense to have a Town committee manage money but not exactly run farm. Chair Coroka stated are leaning toward becoming commission, just change of name. Mr. Myette asked if changing name or eliminating Agriculture? We focus on this farm. Chair Coroka asked about bringing to the BOS. Emily Kunelius stated need to have management plan in place. Mr. Myette suggested having a plan for each area of interest, activities, business plan and budget. Mr. Krasowski stated could build off of outline for Trust. Kendall Kunelius added with a clear distinction between Trust's management and Spring Hill Farm Advisory Committee. Mr. Myette recommended a vision, such as restoration of barn. Mr. Myette advised to consider liabilities and insurance. Chair Coroka advised there are plenty of farms like this one to look at for support and reference.

Chair Coroka advised Beaver Brook Association is looking to meet with us, may give some suggestions.

Mr. Myette recommended that more time was needed to get going than is had once a month.

Mr. Myette advised the Trust has 501c3 status for fundraising, however no one can be paid through the Trust either.

Garden

Chair Coroka indicated there is a five-year plan for the garden now and will email.

Mr. Myette recommended putting seed and fertilizer in the shed.

Mrs. LeBlanc indicated once the estimates are set, we can make a calendar of work in progress.

Mrs. Oakley recommended having kids over to see how the garden is going, and possibly having summer programs.

Plowing

Chair Coroka asked if the Farm had been plowed. Mr. Myette advised it is the Town's responsibility but has not been consistent.

4. Adjournment:

Chair Coroka motioned to adjourn at 8:27 pm. Emily Kunelius seconded her motion, all in favor, so moved.

Respectfully submitted,

Daniel Hoijer,
Recording Secretary