

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

**Members present:**

Beth Sautter, Chair  
Cindy LeBlanc  
Kristina Snyder  
Mark Desiderio  
Kim Rairdon  
Ann Podlipny

**Members absent:**

Chuck Myette  
Joe Biedrzycki  
Colin Costine, Alternate  
Ted Broadwater, Alternate  
Stephen O. Landau, Board of Selectmen Liaison

**Guests present:**

Chester PACT

**I. Call to Order**

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

**II. Old Business**

**A. Attendance**

**B. Approval of Minutes – October 16, 2023**

*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.*

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.

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**

58 The cattlemen were not present to provide an update.

60 **E. Geary Farms Update**

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

64 **F. 2024 Budget**

66 The Committee discussed remaining expenses for the current fiscal year. They also  
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.  
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  
the bathroom that is not over a crawlspace and determine how to tie it into the septic  
72 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  
retain what have not been distributed for Winter Fest, which the Committee agreed  
78 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.  
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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  
their contract, so Spring Hill Farm is able to utilize this service, if interested. Copies  
112 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**

116 Chair Sautter reported she will be stepping down as Chair as of January 1, 2024. She  
118 will continue to be a member of the Committee and the Trust. Ms. Podlipny asked if  
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**

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

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**IV. Adjourn**

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

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

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Respectfully submitted,  
Beth Hanggeli, Recording Secretary