

KENSINGTON BOARD OF SELECTMEN AND  
KENSINGTON SAWYER TRUST JOINT MEETING  
95 Amesbury Rd  
MONDAY November 8, 2021  
Minutes - DRAFT  
Meeting 6:30pm

In Attendance: J. Pace, B. Solomon, B. Gustafson  
Bruce Cilley, Mike Delsesto, Appointed Sawyer Park Trustees  
Glenn Greenwood, Donna Carter and Janet Bunnell, Elected Sawyer Park Trustees  
Scott Cain, Police Chief

It was noted that this meeting should take place annually. J. Pace stated the Board would like to check in with the Trust and see what it needs from the Town. He stated the Board would like everyone on the same page and to see what needs to be addressed.

Mike Delsesto felt there should be a dedicated meeting annually to address fees, maintenance, building and upkeep on a set date. Possible dates were discussed. It was noted that the contract stated that meetings should be held prior to January 15<sup>th</sup> annually.

J. Pace asked about the administration between the Town and the Trust. Bruce Cilley felt the public should contact the Trust for administrative questions and noted that any email sent to the Trust address is distributed to all members of the Trust. He had a list of suggestions for the Town website that could be changed for clarity. The structure of the Town website regarding usability to help visitors be guided to the Sawyer Park website was discussed. The application and permitting process was discussed from the Trust's standpoint.

Mr. Delsesto noted that one of the biggest topics of discussion is the rental of the park and the priority of Kensington groups and rent to outside groups to offset the cost of the park. He stated that one item of concern is scheduling and groups taking time and not using that time which keeps the park from being rented out. He felt that some income could not be recouped because of timing conflicts. J. Pace asked if the agreement needed to be amended or changed. An acceptable amount of time for the residents to have versus the amount of time to rent the park was discussed. Mr. Delsesto explained that town groups take large blocks of time and Mr. Cilley noted that these groups had used 87% of the park's time in the last year. Weekend times regarding KYAA and other groups versus outside renters were discussed. J. Pace asked if the underlying issue is that the park has insufficient revenue. Glenn Greenwood explained that the Park has a net loss of income. Mr. Delsesto stated that the goal is to put money away for the future. J. Pace asked how much money would be enough or appropriate to sustain the park and to plan for improvement. He felt that if it would help increase access to the Town it could be discussed to provide more funding. Mr. Greenwood felt the Trustees should have the discussion with KYAA first before using Town funds. All agreed that asking for additional funding from the town was not desirable.

An example was discussed showing where the Trust had the opportunity to rent the Park for 4 weekends to New Balance, which would bring in income. There was discussion about KYAA and submission of their

requests and times required for their activities. Mr. Greenwood noted that the Trustees should be working with them. Mr. Delsesto felt there should be better communication with KYAA.

J. Pace felt there should be a plan in place to show what help the park requires to get where it needs to be, which would help the Town and Board understand pressures and time constraints. Mr. Delsesto felt that during the yearly meeting budget forecasts and fees should be discussed. B. Gustafson asked if there might need to be more than one meeting a year. There was discussion about having multiple meetings. The roles of the Board, the Trust and the Trustees were discussed as well as the agreement between the Park Trust and the Town. Janet Bunnell noted there have not historically been deadlines on applications agreed on to have access to the park. Priority and time scheduling was discussed. Coordination with KYAA was discussed as it was noted that there were times when KYAA were not present on dates that were given to them. Mr. Cilley felt that it was the Trust's job to look at all applications to help offset the costs to the Town. It was discussed that there should be a definite deadline that all applicants should adhere to town sponsored or independent. The Trust will go to KYAA to discuss options.

Open Air Assembly was discussed well as the question of Police details and when one is needed. Mr. Delsesto asked if the application should be amended, such as having a box to ask if alcohol will be served. It was noted by Chief Cain that typically a detail is required for 100 people, but Mr. Delsesto explained that there might be 100 total people in a group, but not at one time and asked if that would require a detail. Mr. Delsesto noted that a verbiage change could make it so if there were more than 100 people there "may" be a detail necessary to be determined. The application and permitting process were discussed. It was noted the application asks how many people were attending. Mr. Cilley stated that the Trust could make a list of proposed amendments to the application to put in for a check for an alcohol permit for the Police Chief to review. Mr. Cilley noted that wood and charcoal are not allowed. Fire Chief Jon True would be sent a notice for grilling requests.

Summer camp was discussed. J. Pace asked about if there was an issue around summer camp hours. There was no issue but having the application to the trust for review before advertising would be helpful.

Mr. Delsesto noted the Trust was unaware of certain events happening at the park. He stated they need to be receiving applications for these events. The Board noted that they will make sure that protocol is followed with the Recreation Committee and will reach out to them to discuss these matters.

Fees for applications were decided to stay the same, and Mr. Delsesto added there were no capital improvement projects slated for 2022.

J. Pace asked about a park manager. Mike explained that language had been created and job descriptions were discussed. It was felt that Bruce has been acting as a default manager.

2021 Park usage was discussed. A breakdown of funds received was handed out. B. Solomon asked if there were any conflicts with summer camp, there have not been any so far. It was noted that the park costs approximately \$80,000 per year for upkeep. The Trust then pays for this with user fees and donations as well as rented time. The Trust will almost break even this year but noted that breaking even did not look forward to future needs.