

**PLAN NH COORDINATING COMMITTEE MEETING NOTES from
Tuesday, October 10, 2017**

6:30 pm at the Kensington Public Library

Present: Lynne Monroe, Peter Merrill, Elaine Kaczmarek, Susie Gilbert from the Library, and Anne Miles, visitor.

1.Publicity Efforts.

- Exeter Newsletter- Article is submitted, Kathy Bailey responded that it will be in on this Friday. I asked her to call me about an idea for another article. Robin LeBlanc (from Plan NH) said it's good to have a reporter at the event if possible.
- Flyer and Trifold. They have been distributed widely. Racks at the Town Hall, Library, Farm, Country Brook, Church, Alnoba, stores in Exeter.
- Kensington Elementary School will distribute the flyers via email and put the event on the signboard in front of the school.
- The Facebook site is up and Susie is adding things. Folks are encouraged to share it on their own pages.
- Webpage on the Town website. Kathy put up the new material and the overall look is better. Check it out! <https://www.town.kensington.nh.us/>
- Jim Webber made buttons using the art from the children's mural. Members of the committee will be distributing and wearing to create more awareness of the events.
- Town-wide mailing. We received a culled list from town—750 names in Excel format, **as the printer can print directly on cards.**
- **Painting sheets for cemetery fence was discussed to create additional awareness. If time allows, it would be helpful as it is good, central placement.**

2.Fundraising Efforts.

- The YouCaring website is up and functioning. We've had three donors so far who have been thanked via the website. Frank Whittemore is ready to receive checks. Susie will accept checks at the Library. We've received \$2500 from the Lewis Family. Notes of appreciation are being sent to donors thanking them for their kind participation, as the donations come in. We have a total of \$3350. Suzie has volunteered to call local businesses and ask for potential sponsors.
- Frank Whittemore is making us a spreadsheet to track our expenses and donations.

3.Public Awareness Efforts.

The meeting with the representatives of the various town boards and commissions on **Wednesday, September 27th at 7:00 at the Town Hall** went well. Jen Martel was taken around the 'upper' and 'lower' town village areas of greatest interest, prior to the meeting. There were 16 of us who sat in a circle arranged by Robin LeBlanc. Robin showed slides and took questions; many of the hard questions were asked. Light refreshments of cookies and cider were available.

There will be another meeting of the town, department, committee leaders with the Plan NH team, at 1:30 Friday (10/20)

4. Facilities

- We will use the Grange for the sessions on Friday and the Town Hall on Saturday.
- The Grange has tables and chairs and a kitchen. We will need to arrange a circle of chairs for the meeting with town leaders first thing on Friday (10/20). Then we'll put up the tables for the listening sessions, following the town leaders meeting. A wireless 'Hotspot' at the grange will be set up for Internet access, if needed. We will arrange for a microphone (and a podium) with the KES staff.
- We will use the Town Hall for the Saturday activities. It has Internet access and a projector screen (wall). The small kitchen will be enough for team meals. After the work session we will set it up for the final presentation. Parking is easier for the presentation session.
- We need to drive the team around on Friday morning. We have secured a bus for \$125 for two hours. We need the bus to start this brief tour promptly at 11:00 on Friday. The bus will come earlier just in case.
- The Police said they are satisfied with safety measures, we do not need to arrange for special detail coverage.
- We have arranged for access to a LARGE printer for pre-meeting work as well as Saturday planning efforts. Robin said large aerials of the target area are needed, 1"= 40'. The whole area then maybe a breakdown or two for focus.

Here's the list of materials needed by Jen and the Plan NH team: Lynne will call Jen Martel to review any last minute changes. Lynne and Bob are going to meet with Julie LaBranche, RPC circuit rider who is on the Charrette team.

1. Aerial photos (40 scale for the corridor between the Country Brook Café and Trundlebed Lane, and 100 scale that captures a larger portion of town including the old schoolhouse and Sawyer Park). Jen Martel suggested large prints to make good 'working documents'.
2. Tax maps or street maps showing property lines. Checking with Kathy Felch.
3. Demographic summary (population, age, # of kids in school, etc.) This should come from the town Master Plan, or recent census information.
4. Site photos, historic and current. Arranged in a logical way. Lynne will take this on, with possibly some larger prints too. Jen also asked for some write-ups, which we have. Lynne will send Jen the Walking Tour right away.
5. Any other master plans or strategic plans that exist for town departments and facilities.
6. It would be nice to have some level of video record of the sessions and presentation, but not essential. This is up to us, and if we could find someone interested in taking it on.
7. Plan NH will supply their own video projector, but we will have a 'back-up' unit.

5. Food and Lodging

- **We need a Potluck Coordinator. Lynne has lots of paper products and a huge coffee urn and will make a large salad.**
- We need to arrange rooms for team members from far away. Robin is making a list, so we will have their housing needs shortly.
- Peter is arranging for the FARMSTAND food needs, two lunches for the Plan NH team, final count should be about 10 – 12 people. Lunches will need to be ‘finger ready’ food. We need water in jugs with lemon and coffee service, etc.

6. The Prescott House

- We need to figure out when and how to have folks tour it on Friday. Jen and Robin know this building would be just an open house with flyers to walk through, not an official tour.
- Lynne will make a small handout with the history and facts, with signs in rooms.

7. Children’s Art Project

- The art teacher will do a project using the “Kensington in the Future” historic postcard and ask them to create pictures of how they see the “future” of the town center.

8. And more..

- A press release has been sent out by Susie to the Carriage Town News and Exeter Patch.
- We need to send a special email to Leaders of all groups for the leaders meeting from 1:30 – 3:00 on Friday. Lynne will put together an email to send to the list we had for the previous meeting plus others. Then each of us can tailor it and send it out to everyone we know!

List of Plan NH team members, as of 10/10/17, but subject to change:

Peter Michaud, NHDHR

Andrew Cushing, NHPA

C.R. Wilke, NHDOT

Matt Sullivan, planner, Wolfeboro

Julie La Branch, RPC circuit rider

Sarah Gartska, UNH public policy

Christine McMann, architect

Jen Martel, landscape architect, team leader

Robin Le Blanc, Plan NH director