

Kensington Recreation Committee Meeting Minutes  
June 14, 2017  
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**Attending:**

Donna Carter, Member  
Linda Blood, Member  
Holly McCann, Member  
Randy Bandoian, Member

Monique Martell, Resident/Volunteer  
Emily Greenwood, Director Kensington Summer Camp  
Chris Kenneway, Director Kensington Summer Camp

Call to Order 7:00 p.m.

No update from Kensington Congregational Church this month

**New Business**

Committee welcomes new member, Randy Bandoian, recently sworn in May 2017 for three year term.

Monique Martell, Kensington resident who had expressed interest in learning more about Rec Committee, attended meeting and indicated that she is not interested in joining the Committee at this time. She is more interested in the management piece of the park and not event planning. She volunteered to help with the Town Festival on July 8, 2017.

Committee Structure: Holly expressed a belief that the Committee should be more structurally organized with elected officers and assignment of specific roles/responsibilities to make committee operations more efficient. Currently there is only one committee position reflected on the Town web page. It is Donna Carter, Treasurer. This 2017 Committee has not elected/appointed any officers. Donna indicated that in the recent past there have been no other appointed or assigned officers. Discussion around this topic included (1) concern that Committee has no by laws to operate under, (2) concern that more structure will turn people away, (3) some members do not want to hold positions, (4) need for Committee to evolve into more than just an "event committee." Holly made a motion to appoint Linda Blood (Chair), Randy Bandoian (Vice Chair), Donna Carter (Treas), Holly McCann (Secretary). Motion died for lack of second. Committee discussed further and agreed to give it more thought and discuss next meeting.

Halloween 2017 event planning delayed until next meeting.

Holly brought up suggestion for approaching the Board of Selectmen (BOS) to construct a permanent sign in the vicinity of the corner of Amesbury Road and Trundlebed Road on park property. She suggested the sign be of size, appearance, and function as the one currently utilized at the Kensington Elementary School. The sign would be owned by the Town and used for announcements made for Town matters, and Recreation Committee events. Members asked what would be the estimated cost of such a sign. Holly did not know but agreed to try to get some information around that and return to next meeting for further discussion.

Kensington Summer Camp: Emily Greenwood and Chris Kenneway requested opportunity to provide Committee with 2017 Kensington Summer Camp updates. See document associated with these Meeting Minutes. Committee asked questions around the special activities (Camp Lincoln changes) registration numbers as of now, assessment of financial picture for this year's camp and change in policy for camp director's hours. Committee provided suggestions for ensuring the parents of camp registrants are informed of operating procedures for camp days. It was also agreed to seek approval from BOS to turn on refrigerator in park concession stand refrigerator for weeks of summer camp. Committee also asked for general information regarding requests for financial assistance for potential camp attendees this year. Appears there are increased needs and at least one special circumstance that Committee recommended be brought before BOS for resolution. Planned maximum attendees for each week is 36 campers. Currently all weeks are not at maximum but applications are still coming in.

### **Old Business**

Letter of Support for Plan NH Charrette. Randy Bandoian made motion to provide letter of support requested by Lynne Monroe at May meeting. Seconded by Donna Carter. Discussion included concern by Holly that the Charrette application stated a goal/challenge geared toward preservation/use of 5 buildings versus goal/challenge of determining a vision for future of Kensington that included the Park and recreation angle. Linda Blood shared that BOS did have a subsequent discussion with Lynne Monroe and supporters, and will be discussing again at upcoming BOS meeting on 6/19/17. Vote was taken on motion to provide letter of support: Randy and Donna voted yes, Linda and Holly voted no. Motion failed for lack of majority.

**Town Festival Planning:** Date will be July 8, 2017. Location will be Sawyer Park. No Friday night activities. Donna stated that Russell Perry has volunteered to host the pancake breakfast on Sunday at the Park. He will contribute all supplies and donate any proceeds to the Rec Committee. Scavenger hunt held in prior years is still in doubt. Donna is still trying to work the issue. BOS will be briefed at meeting 6.19 of pancake breakfast and need to open concession on Sunday morning.

Fireworks: BOS signed fireworks contract at last meeting. Holly received the signed State Permit Application from Atlas PyroVision and forwarded to Kathy Felch who obtained the Fire Chief and Police Chief approvals. She will forward to State of NH Fire Marshall's Office. We need to check with Kathy to determine how payment is to be handled. Last month Donna indicated that the Lewis Family would again provide funding of \$2500 towards the total cost. The Town would cover the balance. Lewis' Family is asking for Town to provide them a letter (as in past) regarding the donation for the fireworks.

Food & Drinks: Fire Department volunteers will cook hamburgers and hot dogs. Sawyer Trust agreed to fund the BBQ ribs and two salads to be provided by Farm. Sawyer Trust Board authorized purchase/gift to Rec Committee for one event grill at May Trust meeting up to \$500 cost. Monique Martell stated that St. Vincent DePaul Pantry will allow us to use a large grill they have. Cooking will commence at 4:00 pm, and serving will be 5:00 – 6:30 pm. We will utilize the concession stand facilities to aid in cooking and refreshment delivery. Drinks will include ice water and lemonade. Pot luck dishes by attendees will be encouraged and noted on festival flyers. We will inventory the concession stand paper products and ensure we turn on freezer and refrigerators on 7.7.17. Concession stand will be opened on 7.8.17.

Entertainment: Committee discussed the insurance related issue last year with providing "inflatables". Holly has been working with Town insurance carrier and the Party Vision vendor for rental of the bungee trampoline offered two years ago. We have a quote of \$2200 for a four hour rental if we can work out

the insurance questions. Holly provided proposed contract and associated documents to Primex for their review and assistance. Town's insurance, Primex, specifically excludes coverage on any inflatables. The vendor agreed to add Town as additionally insured on the \$1 million to certificate of insurance and to address concerns to restrict roles of non-vendor volunteer personnel to crowd control, and add rider to contract defining liability, indemnity and additional insured obligations which were Primex original concerns. They responded suggesting we seek input from town counsel. Holly forwarded response to BOS and will bring this up at BOS meeting on 6.19.17. Committee will react with alternative activities if BOS determines that we cannot obtain the bungee trampoline as in prior years.

Committee discussed a range of alternatives for entertainment/activities for the smaller children. This is still under development. Examples: Home Run Derby, Three Legged Race, inflatable soccer tournament, and a decorated bicycle parade and contest. Kensington Library will host two tables – one button making and the other crafts (?). Donna stated the Photo Booth is still a work in progress. Randy will provide the bubble machine. Holly asked about volleyball and badminton set ups. Donna and Holly both tried contacting YMCA about portable rock climbing walls with no response received. We discussed cash prizes on contests and potential for ribbons for winners.

Committee voted to hire DJ for \$400. All members approved. Donna is handle arrangements.

Marketing/Advertising: Holly will work to get the signage frame set up on corner of Trundlebed and Route 150, and to get a banner ordered. It was suggested that we might also pursue Kensington AutoWorks to hang the large banner. In addition, we will put information on Town web page, Kensington Connects, KES Board, Town Hall Board, and produce flyers for library, The Farm (hopefully) and Country Brook board.

Discussed need for Fire and Police details for Festival Day. Will seek to have ambulance & fire engine on site, as well as police presence during and after fireworks to direct traffic.

Due to July 4<sup>th</sup> activities and the timing of the Town Festival, the next meeting of the Rec Committee will be held on July 5, 2017 at 7 p.m. in Town Hall Auditorium. There will be no regularly scheduled meeting on July 12, 2017.

Meeting was adjourned at 9:00 pm