



Special Concert Meeting with Town Administrator Diane Kendall  
October 30, 2023

Present: Lee Kreister, Denise Conrad, Ruth Zax, Karol Dermon, Taylor Carroll, Jennifer Lopez, Hank Bernstein, Diane Kendall.

Taylor called the meeting to order at 4:04

Special events

- a. Must go before the selectboard to get the series approved. (new policy.) This is for the permit for the event on town properties.
    - i. Helps make sure everyone in town knows this is happening.
    - ii. Will be up to the town to decide if we need a police presence.
  - b. Porta Potty
    - i. There is a chart we referred to.
    - ii. Diane says 1 portolet is fine because we have the indoors.
  - c. Parking
  - d. Food (Item K)
    - i. Falls under the selectboard policy as Section III Article XI
      1. Sellings goods at sporting events.
      2. Fill out this form one time for the entire season.
      3. Include list of all events, expect # of people and the food vendors.
      4. Will need to provide a "certificate of insurance" and name the town of Henniker as "additional insured."
        - a. The Insurance Company must email it to the town.
      5. Under the "profit/non-profit" part, we write "vendor is donating 10% of income" to the concert series.
        - a. Explain that we are non profit but the vendor is for profit
    - ii. We cannot put a food truck on that road that we block off.
    - iii. If they are posted on NEC property, we need NEC permission, not town property. And we don't need the vendor application.
    - iv. A vendor would need to fill out the same application.
  - e. If an individual wants to sell their handmade goods, they are not a vendor, they are an individual. They do not need insurance or a license.
2. Booze and Brews
    - a. We do need to go in front of the board to get permission.
  3. Shed
    - a. We have been storing our "stuff" in Peter Flinn's shed. And at SuperScoops. And Ruth's barn.

- b. We should be able to store it in the old “teen center.” Will look into a locking storage cabinet in there.
  - 4. Rain dates
    - a. We still need to go before the board to ask for using community center for rain dates.
  - 5. Budget and Trust Fund
    - a. Diane helped us look at our budget to make sure it looks clear.
- Denise motioned adjourn and JLo seconded.

Submitted by

Taylor Carroll, Clerk