



Town of Strafford Arts & Events Council – A Master Plan Subcommittee

MEETING: Town Planning Committee: Progress Reports by Master Plan Implementation Sub Committees

MEETING DATE: May 21, 2024 6:30pm

MEETING PLACE: Town Hall

COMMITTEE: ARTS & EVENTS COUNCIL- A SUBCOMITTEE of the TOWN OF STRAFFORD PLANNING BOARD

Chair: Susan Ryan (603-321-0163 = cell phone or text) (SuzRyan1@Gmail.com)

Committee Members:

Kaitlin Witcher LaBreck (Kaitlin@ProfoundRealEstate.com), Daniel Dupee (Bowlakerentals@yahoo.com), Pamela Boyer (Boyerpamela633@gmail.com), Risa Winter Ceskavich (Rceskavich@Gmail.com), Kelly Kilgallon (Kelly@Taphousemedia.com)

Event volunteers: Cristyn Black (CristynBlack@gmail.com) Cindy Lavigne (Thevine57@yahoo.com)

UPDATE #2

- A. Posting the Committee agenda and minutes on the town website with Four (4) meetings held to date (monthly since 2/1/24) open to the public and held at the Hill Library. Meetings are held the 3rd Thursday of the month at 3:00pm unless otherwise updated.
- B. The Council is planning to offer “BowLawAPalooza” as a day of free music on the lake accessible by water craft on Saturday July 6. We have four acts who have volunteered and are seeking two more. The event will begin at noon, each act playing for 1 hour, and be hosted at waterfront properties on the Strafford side of the Lake with one at the dam beach if possible.
- C. The Council is planning to offer Artist training on how to advertise and sell wares online. This will be held in late August and is free to those who sign up.
- D. The Council is designing a logo. **Would we need anyone in town to approve the use of a logo for Arts & Events Council posters etc.?**
- E. Other Planning Committee Questions:

Ellen White has been very responsive to our questions about how insurance works for events this Council would hold either on public or private land, how we would go about requesting the use of public lands like the Dam and surrounding areas and how to bank any money we raise (we are not a 501c3). The following are Ellen Whites replies and our questions:

A. Fundraising: When the time comes to begin your fundraising endeavors, under NH RSA 31:19, which has been adopted by the Town, the Town would be able to accept funds raised through fundraising for a specific purpose. My understanding is that the funds could be accepted by a vote of the Board of Selectmen at a regular meeting. I am waiting on clarification from the State on the necessary wording to be used to designate the funds to be used for a particular purpose, and not be placed in the general fund where other revenues are placed. Although there is a process that can be used to accept funds from fundraisers in the future, there are several clarifications needed prior to any fundraisers, acceptance of funds, how specific the use/purpose of the fund must be defined, requirements for the care



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and custody of the funds and who would have the authority to authorize the expenditures. I do not believe that the Arts & Events Council has any authority for expenditures as a subcommittee of the Master Plan. Please verify with Charlie Moreno and/or Phil Auger, but my understanding is that your charge as a subcommittee of the Master Plan is to bring forward ideas of what you would like see as a consideration in association with future development and growth within the Town. **1) Do we have to get approval for every event or activity we'd like to offer or produce in advance of going public with it?**

2) We'd like to raise funds to underwrite future activities or events, purchase business cards/posters etc. raffle items etc., How do we approach this based on this answer and who would hold the funds raised?

B. Insurance: As a subcommittee for the Town, I believe that a function would generally fall under the Town's liability insurance, providing the type of function was approved by our insurance carrier. We will provide the information to our insurance carrier and verify coverage. **What information is needed regarding the BowLakeAPalooza and Artist Web Training and to whom do we provide it?**

C. Use of Beach Area: Although the town does mow, maintain and provide porta-potties for the beach area, the use of the beach area is under the authority of the State at this time. I would suggest that you contact Corey Clarke at NHDES via email at corey.clarke@des.nh.gov and consign a copy to the Town at administrator@strafford.nh.gov. To request the use of Town properties that are conservation lands, you would have to request permission from the Conservation Commission.

We were told we may need to submit an insurance certificate to Corey Clark so how do we obtain that from the town?

D. General Planning: You should speak with the Selectmen well in advance of holding the event/fundraiser and provide information on the date, type of event and location. **Who should be our Selectmen contact?**

E. Planning Committee Contacts are Charlie Moreno at cmforestry@metrocast.net and/or Phil Auger at augerlandhelp@gmail.com. **No Questions there.**