



State of New Hampshire  
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES  
 DIVISION OF PARKS & RECREATION

172 Pembroke Road Concord, New Hampshire 03301  
 Phone: 603-271-3556 Fax: 603-271-3553  
 TDD Access: Relay NH 1-800-735-2964  
 nhstateparks.org

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July 16, 2024

His Excellency, Governor Christopher T. Sununu  
 and the Honorable Executive Council  
 State House  
 Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation, Cannon Mountain to make a **Retroactive, Unencumbered** payment to Boston Culinary Group, Inc. d/b/a Centerplate (VC #161323), Stamford, CT in the amount of \$5,000 for catering services for the annual Ski Patrol Rescue and Evacuation Refresher held at Cannon Mountain Ski Area on November 4, 2023 and November 5, 2023, effective upon Governor and Council approval. 100% Other Funds (Agency Income).

Funding is available in account, Cannon Mountain, as follows:

	<u>FY 2025</u>
03-035-035-351510-37030000-020-500200 – Current Expenses	\$5,000

**EXPLANATION**

This request is **retroactive** because of an administrative oversight regarding the proper use and management of a contract. Recent administrative audits have brought to light a discrepancy regarding the terms of an existing contract with Boston Culinary Group, Inc. d/b/a Centerplate, originally approved by Governor and Council on May 16, 2018, item #55, amended on December 8, 2021, item #51, and most recently amended on June 26, 2024, item #130B. It has been determined that the current contract does not explicitly permit the payment of service invoices, to include catered meeting invoices.

This catered meeting is an annual meeting held by Cannon Ski Patrol as a refresher before opening for the winter season. Topics of this meeting included chairlift evacuation and injury assessment protocols. This meeting complies with all criteria specified in Manual of Procedures (MOP) 1302 for catering eligibility. A copy of the agenda and list of attendees is attached for your information.

This contract review prompted the Department of Natural and Cultural Resources' Office of Administration and Division of Parks and Recreation to engage in an extensive review process to rectify this matter and ensure compliance with guidelines set in place through the Department of Administrative Services' Manual of Procedures. It was concluded that the most appropriate course of action for future occurrences is to establish a formal contract with Boston Culinary Group, Inc. d/b/a Centerplate that explicitly outlines the terms and conditions for payment. This approach not only addresses the immediate concern regarding the **retroactive** payment of the invoice but also establishes a clear framework for future transactions.

Respectfully submitted,

  
 Brian J. Wilson  
 Director

Concurred,

  
 Sarah L. Stewart  
 Commissioner



**Boston Culinary Group**

PO Box 741  
 Franconia, NH 03680  
 603-823-7722 x736

**INVOICE**

Terms: **UPON RECEIPT**  
 Invoice # **✓ 81280-23-1104-NC**  
 Unit: **61280**  
 Date: **11/4/2023**  
 Location: **Peabody Base Lodge**  
 BEO Inv #'s

Sold To: **Cannon Mountain/FNSP**  
 Contact: **Ashley LaRue**

Event: **NON COMMISSIONED SALE**

QUANTITY	DESCRIPTION	PRICE	EXTENSION
100	Ski Patrol Training Day 1 Coffee Break & Lunch	25.00	2500.00 0.00
100	Ski Patrol Training Day 2 Coffee Break & Lunch	25.00	2500.00 0.00 0.00
			<b>5000.00</b>

**Bar Items**

0.00  
0.00  
0.00  
**0.00**

**Miscellaneous Taxable Items**

0.00  
0.00  
0.00  
**0.00**

**Miscellaneous Non Taxable Items**

0.00  
0.00  
0.00  
**0.00**

**Reference Account**

Food 5000.00  
 Bar 0.00  
 Misc 0.00  
 NH Meals Tax 0.00  
 Event Mgmt Fee 0.00

**Total Amount Due 5000.00**

**Advanced Deposit**

**Total Balance Due ✓ 5000.00**

CO 10 P.L. 53500  
 Vendor # 1161323 1001 \*  
 PO # \_\_\_\_\_ Ln # 5000  
 Acc Unit 37030000 Acct 500000  
 Activity 35000318 Acct Cat J  
 Signature [Signature] Date 12/20/23

*[Handwritten Signature]*

KSS 12/20/23

*[Handwritten Signature]*

12/21/23

# Welcome to the CMSP Refresher 2023/24

## November 4<sup>th</sup> and 5<sup>th</sup>

### Saturday November 4<sup>th</sup>

0730-0815 Sign In with coffee and breakfast provided.

0815-0845 Welcome! Introductions and Weekend Plan

0845-0900 Franconia Notch Ski Patroller Association Update

0900-0930 Operational Updates

0930-1000 Break

1000 – 1200 Break into groups for medical stations

Station 1 Geriatrics                      Bill M.

Station 2 Assessment                      Gary P.

Station 3 AMS                                Mike D.

Station 4 Cardiac Emergency            Jeremy

Station 5 Shock                              Brad

Station 6 Pelvic Injury                      Jeff

1200-1300 Lunch.

1300-1600 Back into groups to finish up rest of the scenarios.

### Sunday November 5<sup>th</sup>

0730-815 Sign in with coffee and breakfast provided.

815-1200 Chairlift Evac, 3:1 rescue system

Station 1, 2, 3                      Chairlift Evac

Station 4, 5                              3:1 Rescue system

1200-1300 Lunch

1300-1600 Finish up stations, guest speaker. Wrap Up, any questions and what to expect.

Sign in

Name	Date/Time
AL IRGINA	11/4/23 224
Elyssa Anness	11/4/23 7:25
Robert Daniels	11/4/23 7:30
Anna Wentworth	11/4/23 7:30
Matthew Cote	11/4/23 7:30
Jules Goodwin	11/4/23 7:30
Leah Kistner/Boyer	11/4/23 7:30
Yael Samardoon	11/4/23 7:00
Michelle Wimming	11/4/23 7:33
Danielle Wimming	11/4/23 9:53
Steve LaRosa	11/4/23 7:39
Thomas J Douillard	11/4/23 07:33
Mike Wells	11/4/23 07:35
Ben Clark	11/4/23 07:36
Scott Fitzgerald	11/4/23 07:38
H. Brian Eaten	11/4/23 07:36
Andrew Baker	11/4/23 7:43
Benny Oliver	11/4/23 7:43
William Meek	11/4/23 07:30
Frank Sagers	11/4/23 07:47
Bill Porter	11/4/23 07:12
Andrew Hesson	11/4/23 7:30
Ryan Petrov	11/4/23 7:40
Sam Demille	11/4/23 7:40
Alan Silverberg	11/4/23 7:46
TRACY DAVIS (WPCAT)	11/4/23 7:47
Jennifer Child-Park	11/4/23 7:47
SLAM	11/4/23 NOW
Scott Noble	11/4/23 7:50
DAVE BLACKMAN	11/4/24 7:50
Kyle Lodes	11/4/24 7:50
Corey Mohr	11/4/23 7:50
Athene Bradford	11/4/23
PAT WRIGHT	11/4/23 750

# Sign in

Name	Date/Time
Jamie Feggen den	11/4 7:50
Frank Ventr	11/4 7:50
Grady Fessenden	11/4 7:51
Ken Paolessi	11/4 7:52
Scott Broulee	11/4 7:53
Scott Willets	11/4 0758
Lisa Kelley-Zelot	11/4 7:59
LAURA FLANIGAN	11/4 8:00
CAITLIN DELESSIO	11/4 8:00
MICHAEL DELESSIO	11/4 8:01
Edan Parnell	11/4 8:02
Elizabeth Moray	11/4 8:02
Mary Alice You	11/4 8:02
Josh Korman	11/4 8:02
Amy Swift	11/4 8:04
Walt Cheschuk	11/4 8:00
Melinda Beuchelt	11/4 8:00
Peter Downing	11/4 8:00
Zach Mangione	11/4 8:00
Steve Edes	11/4 8:00
BOB WILSON	11/4 8:00
Russell Hamilton	11/4 8-
VIVIANA ARISTEGUI	11/4/23 8:10
BRUCE SELIAR	11/4 8:12
AJ Robichaud	11/4 8:19
Josh Browning	11/4 8:15
Tosh Ryder	11/4 8:15
Tucker Barnaby	11/4 8:00
Byron Gould	11/4 8:30
Jeremy Olesen	11/4 7:30
Josh Nassam	11/4 8:00
Jeffrey Collins	11/4 7:30

# Sign in

Name	Date/Time
<del>Joe Collins</del>	11/5 0700
<del>Paul Schmuckler</del>	11/5 0700
Carl Gustafson	11/5 0715
Robert Daniels	11/5 0730
<del>Jeremy Olson</del>	11/5 7:30
PAT WRIGHT	11/5 7:30
<del>Bruce Selman</del>	11/5 7:35
Marcus Mangili	11/5 7:32
Lucas Mangili	11/5 7:33
AL JAGGA	11/5 7:30
<del>Steve LaPorte</del>	11/5 7:30
Matthew Cote	11/5/23 7:30
Andrew Hussen	11/5/23 7:30
Ethan Purcell	11/5/23 7:32
Bill Perter	11/5/23 7:38
Anna Westworth	11/5/23 7:40
Sam Johnk	11/5/23 NOW
SCOTT FITZGERALD	11/5/23 7:44
Frank Ventr	11/5/23 7:45
Fran Sayers	11/5/23 7:46
Luke Hony	11/5/23 7:45
Danielle Winning	11/5/23 7:45
Michelle Winning	11/5/23 7:45
Josh Koornet	11/5/23 7:46
Bob Kyle	11/5/23 7:47
Kyle Lydes	11/5/23 7:50
Steve Edos	11/5/23 8:00
Mehinda Beuchelt	11/5/23 8:00
Ken Paoness	11/5/23 8:00
LISA Kelley Zwart	11/5/23 8:00
LANA FLANNON	11/5/23 8:05
Walt Oroschull	11/5/23 8:05
Scott Willetts	11/5/23 8:05
Adam S. Lorkin	11/5/23 8:00

