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**RECREATION BOARD**

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To: Steven Contente  
Town Administrator

From: Warren Rensehausen, CPRP  
Director

Date: June 4, 2025

**Re: Insurance requirements**

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With more and more requests coming in for our facilities the Department of Bristol Parks and Recreation would like to propose the following requirements with Facility permits going forward.

Athletic events – Insurance naming the Town as additionally insured, Leagues would be for the period of a year (season), tournaments or one day events would need to be a special event policy for the duration of their activity. Policy should be at least \$1 Million per occurrence/\$2 million Aggregate.

All other Facility Use permits would be the same as listed above for the duration of their event at the discretion of the Department Director or Assistant Director, (exceptions could be a Town event or a child's birthday party, etc.)

*Steven Contente*  
STEVEN CONTENTE  
Town Administrator