

**300<sup>th</sup> Anniversary Celebration**  
**20 May 2020**  
**Approved Minutes**

Chairman Jean Methot called the meeting to order at 7:00 PM on Wednesday, May 20, 2020, with the following additional members present Rhonda Lamphere, Chris Hadik, Ed Stuart, Jack Cannon, Nancy Jolin and Sue Rieter.

SECRETARY'S MINUTES: Tabled

TREASURER'S REPORT: Tabled

OLD BUSINESS:

Event Central

Mr. Methot indicated he sent out the sponsorship inventory.

Mr. Bishop recommended doing an inventory of what there is to sell noting once you start selling there is no going back so make it something you are passionate about. The first thing is the boulevard banners which are included in sponsorship. Labor will be needed for VIP parking and seating. The Programs could be a parade program or annual. There could be parade viewer giveaways. All will have the logo of the celebration and sponsor. Mr. Methot indicated when the website is done the same thing can be done with an ad. Mr. Bishop recommended other event possibilities such as newspaper, town-wide mailing,

Mr. Bishop noted the timeline for selling sponsorships is 30-60 days. Ms. Rieter indicated they will finalize it for the next meeting.

Mrs. Lamphere indicated the list looks good but it was suggested to get tickets for other events and we don't know what the other events will be. Mrs. Lamphere asked if there should be one program? Mr. Hadik indicated they could have more than one if they are having multiple events. Mr. Methot noted each event will have one. Mr. Hadik noted the same display ad could be used in each program.

Mr. Hadik noted the VIP parking and seating will require bleachers. Mrs. Lamphere asked about the platform used for the Veteran's Parade. Mr. Methot indicated it is stored in a warehouse in Chester and belongs to the Town. Mrs. Lamphere noted they could use that. Mr. Methot indicated there may be a larger one. The location for the grandstand was discussed. It could be located in front of Stevens Hall, the Church, or the Public Works building. Mrs. Lamphere indicated traffic is dangerous, so it is better to be off the road as much as possible.

Mr. Bishop noted the flags on telephone poles and banners need to be synced and the banners can't hang higher than the American Flag. Alternating poles would work or limiting the time the flags are up. Mr. Bishop indicated the banner company should know how long the banners plan to be up.

Mr. Methot is working on parking with Busche Academy but hasn't finalized anything yet.

Mr. Hadik indicated they will have a police officer for both events.

Mrs. Lamphere asked about the order for the Proclamation and Enactment. Mr. Bishop noted some set up an educational enactment for the weekend which could follow the proclamation. It is best to hire a group who is preapproved for the grant. Mrs. Lamphere indicated refreshments could be served after the Proclamation and then move onto the Enactment. Mr. Bishop noted it doesn't all have to be public either. There could be a dinner or dance that evening.

Locations for the enactment were discussed. The area behind Town Hall was proposed but Mr. Hadik would like for it to be more visual with more parking. Ms. Rieter proposed the same field used for Town Fair. Mrs. Lamphere recommended appointing a Liaison to get more information. Mr. Methot recommended getting on the Selectmen's agenda.

Mr. Bishop recommended connecting to other events. With a \$500 grant another group could be selling your license plates and making money back. If the grant proposal is finalized it could help with another event. Ms. Rieter asked when it needed to be finalized and Mr. Bishop recommended the sooner the better so packages can be made. Some have 60 days of work involved.

#### Play Director

Mr. Methot indicated he got one response and sent the play but is still waiting for a call back.

#### Historic Homes

Mr. Methot indicated he would send what he has so far. The ad on Facebook has until the end of September. There would be a half page imagine and write up on the home. Mr. Bishop recommended a driving tour of houses, which is getting popular with COVID right now. Mr. Methot noted he has someone willing to do a tour during scarecrow season.

#### Other New Business

Mr. Cannon is getting information together on Fire and Police. There is one member of the Fire Department who lost his life in the line of duty and so far there is a half to full page of information.

Mr. Cannon recommended adding the Boston Post Cane recipients, current and past.

Mr. Hadik discussed doing a group photo with Police & Fire and possibly the Town Employees as well.

#### NEXT MEETING:

Mrs. Lamphere recommended rethinking the next meeting date due to Town Meeting and the location due to the closure of Town owned buildings. The Legion Hall and Fellowship Bible Church could be possible places to meet until Town buildings open.

#### Adjourn

**Mr. Hadik motioned to adjourn the meeting at 8:14 PM. Ms. Jolin seconded the motion. A roll call vote was taken all were in favor, the motion passed unanimously.**

Respectfully submitted,

Daniel Hoijer, Recording Secretary