

1 **Sandown Old Home Day Committee Meeting Agenda**

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3 **7:30pm, Tuesday, July 13, 2021**

4 **Meeting Location: Town Hall**

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7 Topic: Old Home Day Committee Meeting for OHD Event September 24 – 25 (Sept 26 tentative
8 events)

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11 730 pm...Call Meeting to Order

12 Welcome visitors

13 Pledge of Allegiance

14 Roll Call

15 Open to Public Comment/Input

16
17 Secretary Report – Pennie Krotz

18 Treasurer Report – Tara Johnson - Review report

19 Budget update and how to request funds

20 Review of Current budget

21 Guests: None scheduled

22 Correspondence

23 Discussion will follow on all events, and voting.

24
25 **Friday Event: 7-11 PM, Sandlots – Beer Tent Adult Event/Sandlots**

26 **Friday Night: Events – Entertainment/Vendors/Coordination discussion**

- 27 • Historical Society and Band update – coordination, insurance, licensing, signs, security cost
- 28 incurred by OHD, wrist bands available from Sandlots, Volunteer status
- 29 • Band – Friday night - Blacklite Band – \$500.00 voted upon - confirmed
- 30 • TO DO: GET LARGE CHURCH TENT SET UP – NEED VOLUNTEERS FOR SET UP FRIDAY, SEP 24

31
32 **Saturday – September 25, 2021 OHD TIME LINE for review – Tentative**

33 **7:00 – 08:45 Vendors – VENDORS NEED TO BE SET UP BY 8:45**

34 **7:30 – 09:30 Breakfast – Waiting on status from the Salem Lions LEO Club to do fundraiser**
35 **(REC CENTER)**

36 **8:45 – 09:15 Bike Parade – Pat**

37 **9:15- 10: 30 5K Race – Pending decision - Tara/Frank**

38 **10:00 to 4:00 pm - OHD Kickoff (Event Schedule to be available at a later date)**

39 **6:00 - 8:00 - Gates open for Fireworks (some vendors will have departed)**

40 **8:00 pm Fireworks**

41
42 Subcommittees Reports.

43 **Marketing** – Frank Motard – Update of vendor forms/advertising/program review/Channel 17

44 **Games** – Vertical Entertainment, need to confirm cost and labor costs. Previously voted upon on June
45 30 for \$1700.00 for Wall and inflatables. Availability of games and labor costs, need to amend vote for
46 actual of \$2200.00

47
48 Climbing Wall/Bungie Jumping

49 Inflatable Joisting Game
50 Inflatable Giant Dry Slide
51 Inflatable Obstacle Course
52 Bouncy House
53

54 **Manning OHD Booth to sell wrist bands for inflatable rides, Vertical Entertainment will provide**
55 **someone to man the games – Need volunteers to sell wrist bracelets at OHD Booth.**
56 **Games Available: 3 Games – no cost/labor cost/Basket Ball/Duck Pond/Whiffle Ball-high quality**
57 **Prizes, provided by vendor, and manning. Have asked Girl Scouts to assist with smaller games**
58

59 **Music – Band Status and Confirm Schedule**

- 60 • Jeff Roberts- contacted, and confirmed
- 61 • Black Lite – Voted, confirmed 7-11 pm
- 62 • Back to Back – Voted, confirmed report from Kristin
- 63 • Rockadelic – Voted, confirmed, need to provide time to band.
- 64 • Other Music – Not determined

65 Local Entertainer Update

66 **Participants Status:**

- 67 • Pageant participant – Frank provide status
- 68 • Line Dancing – Kick N Country - \$150.00 2 hrs. working on finding a dance floor for OHD to
69 rent for entire weekend.
- 70 • Karate Demonstration – Phoenix Fire Marshall Arts in Plaistow –Kristin Frilling to provide status?
- 71 • Plaistow PD K9 Demonstration – need to confirm availability- Pat to provide updated status
- 72 • Balloonist/Juggler – Linda Peak - voted and confirmed 2.5 hrs./425.00 instead of 450.00
- 73 • Face Painting – Rick Raddo – voted and confirmed 3 hrs./\$280.00
- 74 • Sheep Shearing Demonstration- waiting on availability from 4H club
- 75 • Birds of Prey – need status
- 76 • Patchwood Farms – Petting zoo – need status
- 77 • Patchwood Farms – Pony rides – need status
- 78 • Aerial Demonstration – Mackenzie Ryan
- 79 • Horse Back Riding – waiting on reply
- 80 • Boy Scout Support – Rich LaPorte – need phone number or contact info.
- 81 • Girl Scout Support – Heidi Chaput
- 82 • Magician –Evan – Voted upon, confirmed for ½ hr. stage show/1/2 hour walk around before
83 show
- 84 • Ghost Buster Car – Clean River Projects – would walk around and show car., waiting for
85 additional information.
- 86 • Cow for Cow Plop Bingo – Pennie provide status
- 87 • 50/50 Raffle to sell at OHD Tent – need to get raffle submission

88

89 **Food Vendor Status Update – Status needed**

- 90 • Chubbs
- 91 • Triple Elm
- 92 • Hungry Caterpillar
- 93 • Food Trucks
- 94 • Saturday only – Sandown Lions, possibly Friday night. Club needs to determine.

95

- 96 **EVENTS:**
- 97 • Youth of the Year- Joe Taylor -discuss how YOY will be nominated
- 98 • Citizen of the Year –Joe Taylor - discuss how citizen will be nominated
- 99 • Boston Cane Recipient - Lloyd Lessard identified as oldest person in Sandown.
- 100 • Pie eating contest/Other contests/coloring contests – Tables/pies/supplies/marketing
- 101 • Coloring Contests – Find drawing and discuss marketing the contest
- 102 • Pumpkin Carving Contest on Display, and judging.
- 103 • Story Book Walk – Location to be confirmed

104 **Set Up**

- 105 • Set up and Take down of Church Tent – set up on Thursday, Sep 23 and/or Friday, Sept 24
- 106 • Marking Area for vendors departing early
- 107 • Vendor Layout and Marking of Area - Friday, September 24
- 108 • Animal areas established
- 109 • Porta Johns delivered on Thursday, Sep 24
- 110 • Placement Charted – Tara and Kristin
- 111 • Recycling Trailer delivered from Sanitation Department
- 112 • Trash cans placed
- 113 • Entrance/Exit Signs for all Events
- 114 • Inventory supplies – supplies at storage barn
- 115 • Vendor Set up – Food Trucks and other vendors (time)
- 116 • Parking Signs placed
- 117 • Roping areas that need to have restricted access
- 118 • Marking off Cow Plop Bingo area and do Bingo board
- 119 • Clean up
- 120 • Meeting with Sandlots prior to event
- 121 • Decorate, Fall Festival
- 122 • Vendor set up – Determine on who is staying for duration or departing at 4.
- 123 • Set up Pie Eating Contest Tables, pumpkin carving table, location for coloring contest.
- 124 • Meet up with Police rep for parking week before
- 125 • Electric panel update from Tom Tombarello

126

127 New Business – Volunteer Status

128 Tentative plans, if event cancelled due to occupancy mandates.

129 Sunday – Meetinghouse Open?

130 Baseball game or town event somewhere?

131 **New Business –**

- 132 • Future meeting schedule and meeting frequency

133 Next Meeting- TBD

134 Adjourn

135

136 Times are approximate, and agenda order subject to change, and may discuss other business brought

137 before them that may not be explicitly listed on this agenda. The Public is welcome to attend at Town

138 Hall. Meeting agenda is subject to change. Please visit our Facebook page Sandown Old Home Day Fall

139 Festival for updated information. Please be advised that some items on the agenda may be postponed

140 for discussion to the next meeting, if the meeting extends beyond 930pm.