

November 8, 2017

DRAFT

Old Home Day Committee Minutes Wednesday, November 8, 2017

Type of Meeting: Regular meeting

Meeting Location: Sandown Town Hall

In attendance: Chair –Tim Rand, Patty Lakos, Alison Rochenski, Carly Gregory Bob Brouder, Anthony LoConte, Helen LoPresti, Erica Olsen, Paula Gulla

Absent: Pat Kimball, Peter Koester, Selectman Liaison Cindy Buco and Samantha Olsen

Guest – Maureen Devine

Chief Gordon joined the meeting in progress

Chair Tim Rand called the meeting to order at 7:10 pm and began with the Pledge of Allegiance.

Review of Minutes of Previous Meetings

The committee reviewed the minutes and commented that many helpful critiques and suggestions were included in these minutes and they can be used for reference for the upcoming year's event.

MOTION by Anthony LoConte to accept the minutes of 9/13/17 as written

SECOND by Bob Brouder

MOTION PASSED UNANIMOUSLY

Treasurer

The final expenses for the 2017 event totaled \$7,302.62 leaving a balance of \$1,472.24 which is split between the Old Home Day donation account and the Expendable Trust Fund. (\$100.73 and \$1,371.51 respectively).

Booth rental totaled \$1700 and goes into the general fund.

The Police Explorers collected approximately \$800 in revenue from wrist band sales

The balance of \$1472.24 in the accounts leaves a safe margin should unanticipated expenses come up such as the rental of a 20 X 40 tent, tables and chair rental etc.

Bob Brouder mentioned that St. Lucy's church in Methuen donated 9 five-foot round tables to the town which could be used for the Old Home Day event.

Marketing

Flyers should be developed early in the year so that they can be handed out at events early in the year. Ed Mencis offered to hand out flyers and/or vendor forms at events that he attends.

Bob stated we will need to purchase new lawn signs this year. He would like to focus on the fact that so much of the event is free to the public. Suggestions were made to vary the lawn sign

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47 information rather than repeat the same information on each one. Flyers may be able to go home
48 with the children at Sandown North as well.

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50 **Site**

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52 The members had some concerns over the portable electrical panel and if there was a need for
53 additional electrical circuits. Tom Tombarello will be contacted to see what options are
54 available. The panel should be protected from the weather and dew with at least a garbage bag, if
55 not a pop up. Some issues occurred with the band on Friday night due to the wet weather.

56

57 Parking may become more limited this year depending on what happens to the land at the end of
58 the cul-de-sac on Pheasant Run Drive. Parking can be utilized at the Police Station but it is quite
59 a walk or patrons. A hay wagon would be a great solution as well as the small train that we had
60 this past year. Junior Gardner, who is at the Deerfield fair, should be contacted for pricing.

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62 Helen mentioned that Tim and Patty have a huge job at the end of the event in breaking down the
63 stage and that committee members should assist with that task.

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65 **Vendors**

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67 Chief Gordon recapped the problem experienced this year with one vendor who was doing a give
68 away that appeared to be suspect. Information was being collected, yet the give away notice had
69 long expired. The vendor was asked to leave and cooperated. Chief Gordon suggested adding
70 wording to the vendor form that informs vendors they can be asked to leave the event with no
71 refund if their product, performance, conduct etc. is deemed inappropriate for the event. NH
72 Municipal and some other options will be investigated prior to this year's vendor forms being
73 issued.

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75 **Rides**

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77 The inflatable rides had some issues this year and the members suggested checking other vendors
78 to see who may offer similar rides. The current vendor would need to have more staff to man the
79 rides and deal with the children's safety by controlling the number of children on each ride.

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81 **Parade**

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83 Helen noted that Santa would attend the breakfast at the Recreation building, then participate in
84 the parade and return to the Recreation building for photos and to visit with the children. Maybe
85 a portion of the inside hall could be decorated for Christmas. Santa is also in need of a different
86 vehicle in the parade that allows him more visibility and comfort. A suggestion was made to
87 contact Fremont to see if Sandown could borrow their sleigh and flatbed. Maureen Devine said
88 she could check with her family to see if their trailer could be useful. It is a landscape trailer and
89 could be decorated and Santa could have a chair on the back.

90 Chief Gordon noted there were parade participants who exited the parade at Glastombury Drive
91 and had to walk back to their vehicles located at the school. He suggested maybe another shuttle
92 at that location would be helpful.

93 It was noted that Young Citizen of the Year signage should be purchased for the vehicle that is
94 carrying both the Citizen and Young Citizen of the Year. Maybe new signage that incorporates
95 both honors would be an option,

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Signage that Main Street will be closed for the parade would be beneficial and the members stated that maybe a banner could be purchased just for that notation, the Fire Department sign and Town Hall sign could be used and maybe the Miller Field sign.

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102 **Entertainment**

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Committee members liked the Blacklight Band and suggested they be booked again for Friday night. Most of the other entertainment should be asked to return.

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108 **Friday Night Events**

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The chili and chowder cook-offs needs some more organization and attention. Set up, protection from weather, gloves and hairnets etc. will be addressed. Paula will focus more attention on this part of the event.

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It was noted the police detail may need to be extended to 11:30 pm or midnight to ensure the safety of all patrons even as they are leaving the event.

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The members agreed on a date and location for their wrap up party.

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The next meeting is set for Wednesday, March 14, 2018 with the hopes that funding will be passed at the town election the day before.

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MOTION by Anthony LoConte to adjourn the meeting

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SECOND by Bob Brouder

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MOTION PASSED UNANIMOUSLY

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The meeting adjourned at 8:45 pm.

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Respectfully submitted,

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Paula M. Gulla

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Recording Secretary

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