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7:30pm, Tuesday, July 13, 2021

Topic: Old Home Day Committee Meeting for OHD Event September 24 – 26 events

In attendance: Pat Kimball, Kristin Handy, Joe Taylor, Frank Motard, Pennie Krotz

Pat called meeting to order at 7:31 and began with the Pledge of Allegiance

No Public Comment

MOTION by Pat Kimball to add the date to the beginning of the last meeting minutes

MOTION PASSED UNANIMOUSLY

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

- Historical Society and Band update – coordination, insurance, licensing, signs, security cost incurred by OHD, wrist bands available from Sandlots, Volunteer status
- Band – Friday night - Blacklite Band – \$500.00 voted upon - confirmed
- TO DO: Plan site visit 2 weeks prior
- TO DO: GET LARGE CHURCH TENT SET UP – NEED VOLUNTEERS FOR SET UP FRIDAY, SEP 24

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

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

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

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

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

Subcommittees Reports.

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

- 50 • Frank contacted 6 newspapers, including Channel17, Carriage Towne News and sent PPT with
- 51 information; will send additional slide with specific event details once confirmed by OHD
- 52 Committee
- 53 • Frank requested two online calendar updates for online NH events calendars
- 54 • Frank will send additional request for volunteers
- 55 • Valpak ad has started arriving in the mail today
- 56 • Look into posting sign on Convenience store in center of town
- 57 • Sign in front of town hall to advertise OHD vendor/volunteers needed with contact info for OHD
- 58 committee
- 59 • Krystin will look into sign donation from graphic design company
- 60 • Pat will check on company to print out flyers, and signs

61
62 **Games** – Vertical Entertainment, will get invoice with breakdown of costs. Previously voted upon on
63 June 30 for \$1700.00 for Wall and inflatables. Availability of games and labor costs, need to amend vote
64 for actual of \$2200.00

65
66 Climbing Wall/Bungie Jumping
67 Inflatable Joisting Game
68 Inflatable Giant Dry Slide
69 Inflatable Obstacle Course
70 Bouncy House

71
72 **Manning OHD Booth to sell wrist bands for inflatable rides, Vertical Entertainment will provide**
73 **someone to man the games – Need volunteers to sell wrist bracelets at OHD Booth.**

74 **Games Available: 3 Games – no cost/labor cost/Basket Ball/Duck Pond/Whiffle Ball-high quality**
75 **Prizes, provided by vendor, and manning. Have asked Girl Scouts to assist with smaller games**
76

77 MOTION by Pat Kimball to amend the \$1700 initially voted on in the meeting on June 30th to \$2200,
78 which includes labor, to Vertical Entertainment - includes above mentioned items in lines 66-75.

79 SECOND by Krystin Handy

80 MOTION PASSED UNANIMOUSLY

81
82 TO DO: Need volunteers to man game booths, checking with Girl Scouts

83
84 **Music – Band Status and Confirm Schedule**

- 85 • Jeff Roberts- contacted and voted, confirmed June 15th meeting
- 86 • Black Lite – Voted, confirmed 7-11 pm
- 87 • Back to Back – Voted, confirmed report from Kristin
- 88 • Rockadelic – Voted, confirmed, need to provide time to band.
- 89 • Other Music – No additional music needed
- 90 Local Entertainer Update

91 **Participants Status:**

- 92 • Pageant participant – Frank will follow up with her through email to discuss specifics
- 93 • Line Dancing – Kick N Country - \$150.00 2 hrs. working on finding a dance floor for OHD to
- 94 rent for entire weekend. If a floor is not available or flat nongrass area is not available, we will
- 95 not have this event.

- Karate Demonstration – Phoenix Fire Marshall Arts in Plaistow – Will participate from 10:30-10:50am and they can use grass area, no charge
- Plaistow PD K9 Demonstration – need to confirm availability- Pat will follow up and check if they would like to do this on Saturday or Sunday, no charge
- Balloonist/Juggler – Linda Peak - voted and confirmed 2.5 hrs./425.00 instead of 450.00
- Face Painting – Rick Raddo – voted and confirmed 3 hrs./\$280.00
- Sheep Shearing Demonstration- waiting on availability from 4H club
- Birds of Prey – Krystin will follow up with On The Wing
- Patchwood Farms – Petting zoo – Confirmed they will bring petting zoo, will fill out vendor form
- Patchwood Farms – Pony rides – Confirmed with Patchwood they will do Pony rides 11am-2pm, will fill out vendor form
- Aerial Demonstration – Mackenzie Ryan (after meeting received notification that special insurance was needed, however she cancelled due to conflict in her schedule)
- Horse Back Riding – waiting on reply
- Boy Scout Support – Rich LaPorte – need phone number or contact info.
- Girl Scout Support – Heidi Chaput POC – have not received response.
- Magician –Evan – Voted upon, confirmed for ½ hr. stage show/1/2 hour walk around before show
- Ghost Buster Car – Clean River Projects –removed from list of activities
- Cow for Cow Plop Bingo – Pennie will look around for people/farm that would be willing to do Cow Plop Bingo

MOTION for \$25 expenses to be incurred for Cow Plop Bingo by Pat Kimball

SECOND by Kristin Handy

MOTION PASSED UNANIMOUSLY

- 50/50 Raffle to sell at OHD Tent – need to get raffle submission

MOTION for \$175 expenses to be incurred for Citizen of the Year by Pat Kimball

SECOND by Frank Motard

MOTION PASSED UNANIMOUSLY

MOTION for \$75 expenses to be incurred for Contests (Pie Eating, Pumpkin Carving, Coloring) by Frank Motard

SECOND by Kristin Handy

MOTION PASSED UNANIMOUSLY

MOTION for no more than \$300 in Security details expenses by Pat Kimball

SECOND by Joe Taylor

MOTION PASSED UNANIMOUSLY

MOTION to pay Pete's Septic up to \$300 for Porta Johns by Pat Kimball

SECOND by Krystin Handy

MOTION PASSED UNANIMOUSLY

MOTION to not exceed \$400 for marketing, including signs and printing by Pat Kimball

SECOND by Joe Taylor

MOTION PASSED UNANIMOUSLY

Food Vendor Status Update – Status needed

- Chubbs
- Triple Elm
- Hungry Caterpillar
- Food Trucks
- Saturday– Sandown Lions, possibly Friday night. Will discuss at next meeting and get back to OHD on Friday activity support.

EVENTS:

- Youth of the Year- Joe Taylor -discuss how YOY will be nominated – Further discuss how to accept online submissions
- Citizen of the Year –Joe Taylor - discuss how citizen will be nominated – Further discuss how to accept online submissions
- Boston Cane Recipient - Lloyd Lessard identified as oldest person in Sandown.
- Pie eating contest/Other contests/coloring contests – Tables/pies/supplies/marketing
- Coloring Contests – Find drawing and discuss marketing the contest
- Pumpkin Carving Contest on Display, and judging.
- Story Book Walk – Location confirmed – Sandown Town Forest on Fremont Rd. – Friday, Saturday, and Sunday

Set Up

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

Need assistance from Hwy Department/Transfer Station – Tom will check into this.

189

190 New Business – Volunteer Status

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

192 Sunday – September 26

193 Meetinghouse will be open,

194 Depot will be open,

195 Police Dept looking to do special event,

196 Story Walk at Sandown Town Forest will be advertised

197 **New Business –**

198 • Zorvino's Winery will have a pre OHD event on Thursday, September 23 evening and will
199 advertise as such.

200 • Future meeting schedule and meeting frequency – Meetings will move to weekly as we get
201 closer

202 Next Meeting- Tuesday, July 20th

203

204 The meeting adjourned at 9:10pm.

205

206 Respectfully submitted,

207

208 Pennie Krotz

209 Recording Secretary