

West Newbury Bicentennial Committee Minutes

May 21, 2019

The meeting was called to order at 6:10 pm in the Second Floor Meeting Room. Committee members present: KC Swallow, Steve Swallow, Greg Garnache, Judy Gregg, Jocelyn Fassett, Krystelle Griskiewicz, Cindy Sauter.

The minutes of the May 7 and May 15th meetings were unanimously approved as amended.

New Business

Reports on Action Items –

Steve reported that he and Greg met yesterday to review the plans for the float.

Steve also discussed the plans for Field Day fireworks. Should the weather be too dry, the fire chief may need to cancel/postpone the event if there is a fire danger.

Police detail increased expenses: The expenses as laid out by Chief Durand are higher than originally budgeted by the Committee.

- Ice Cream Social – 4 hour minimum detail at \$52 per hour or officer OT, whichever is higher. \$104
- Student Showcase – 1 officer for traffic control. \$208
- Country Dance – 1 officer @ 4 hour minimum. \$208
- Family Field Day – 2 officers plus EMA from 10 to 6 and one officer at the beer tent. 10 officers from 4pm to 12am. \$4160.

The Committee agreed to further discuss the expected expense with town officials so as not to waste town dollars.

Jocelyn reported that the fringe for the float has arrived. Judy has American flag banners that will be used at the back of the float. There are also pinwheels left over from the birthday party available for use. The Committee is meeting at 9:30 a.m. on Sunday to begin work on the float. The Committee was asked to park at the end of Maple Street for the parade.

KC reported on a quote that she received from Smyth Graphics in Haverhill to print logo t-shirts. T-shirts will not be available for the parade.

Krystelle reported on the printing of commemorative flags. Since there was a minor error on the original printing, there are an extra 70 flags that can be used on the float. KC moved that we sell the flags @ \$10 per at various locations throughout town. The motion carried unanimously.

Krystelle also shared flyers that she had printed to be handed out at the parade.

Judy reported on the upcoming meeting of the Mill Pond Committee. The Committee has been asked to attend. KC will represent the Committee at the meeting.

Judy reported on the budget update. She shared a spreadsheet with expected costs, paid invoices and quoted expenses. Each Committee member was asked to review their line items for accuracy.

Judy reported that Rick Feehery has offered to supply power as needed for events. She is continuing to research power distribution requirements.

Greg reported on the Ice Cream Social. The DJ has been hired. Ticket distribution was discussed at length.

Greg reported that banners have been ordered for the float. They are scheduled to arrive on Saturday.

Greg and Steve will be going to Home Depot tomorrow to pick up supplies for the float.

Greg also reported that the program is coming together. Some ads from sponsors have not yet been received.

Greg reported on the bands for the various events. Greg hired the Chuck Walker Trio for the first set, followed by Cup a Joe for 2 sets. Way to the River will also perform. The Merrimack Valley Concert Band will be playing in conjunction with the light show and fireworks. The Committee established that the music would run from 12 to 5.

Crafters for the event will be needed. Cindy will do a call for vendors, artisans and a farmer's market.

KC reported on the flower baskets being donated by Nunan's. The Committee will select poles for placement of the flower baskets immediately after the parade.

KC also reported that we do not need a dumpster for the dance. Trash removal is being managed by American BBQ.

KC has been in touch with the bus company to discuss potential shuttle buses. She will also be speaking with the Mill Pond Committee about parking at their next meeting.

KC reported on opening day. Bruce Carr will attend. The Fire Company has declined the Committee request for assistance with the Pancake Breakfast. A singer has been secured for the National Anthem. A town photograph will also be taken.

Krystelle discussed the need to include all contributors to the event in the form of a thank you.

The next meeting was scheduled for Tuesday, May 28th.

The meeting adjourned at 8:15 pm.

Respectfully submitted,
Cindy Sauter