

**Chester 300<sup>th</sup> Anniversary Celebration Committee Meeting**  
**March 22, 2022**  
**Approved Minutes**  
**6:00 PM**

**Members present:**

Jean Methot, Chairman  
Chris Hadik, Vice Chairman  
Rhonda Lamphere, Treasurer  
Jeff Dinopoulos  
Nancy Jolin (remotely)  
Sue Rieter  
Edward Stuart

**Guests present:**

Stephen O. Landau, Selectmen's Liaison  
Maria Veale  
Members of the 5K planning committee  
Jay Bishop  
Chester PACT

**1. Meeting Called to Order**

Chairman Methot called the meeting to order at 6:05 PM.

**2. Attendance/Chairman's Announcement**

**3. Executive Session**

**a. Non-Public -RSA 91-A:3,IIc**

*Chairman Methot moved to enter non-public session under RSA 91-A:3,IIc, Reputation. Mr. Stuart seconded the motion. A roll call vote was taken, all were in favor. The motion passed unanimously.*

The camera was turned off at 6:07 PM.

The meeting room was re-opened at 7:10 PM.

*Mr. Dinopoulos moved that the Committee come out of non-public session. Ms. Lamphere seconded the motion. A roll call vote was taken, all were in favor. The motion passed unanimously.*

**4. Return to Regular Meeting**

*Ms. Lamphere moved that the minutes for the non-public session be sealed indefinitely. Mr. Dinopoulos seconded the motion. A roll call vote was taken, all were in favor. The motion passed unanimously.*

**5. Approval of Minutes – March 8, 2022**

*Ms. Rieter moved to accept the minutes of the March 8, 2022, meeting. Mr. Stuart seconded the motion.*

On line 39, the spelling of Ms. Rieter's name needs to be corrected.

*Mr. Hadik moved to accept the minutes of the March 8, 2022, meeting as amended. Ms. Lamphere seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

## **6. Member Comments**

### **a. Additions/Deletions**

## **7. Guests**

### **a. Maria Veale – 5K race – July 23, 2022**

Ms. Veale reported that they are ready to launch the 5K race registration page. Participants will be given a white 300<sup>th</sup> T-shirt with the logo and sponsors on it. They estimate approximately 100-150 participants and can supply a range of shirt sizes two weeks before the race, if the printer needs this information.

They need to know the start time of the muster to set the race start time. The entry fee is \$25, which will cover the cost of prizes. The remainder will be returned to the Committee to cover expenses. Registration will close a week before the race; same-day registrations are allowed but participants will have to pay by check. Prizes will be given out after the start of the race. There will be prizes for winners who are Chester residents.

Offsite parking needs to be organized. The 5K planning committee will email all registrants with details two weeks before the race. Ms. Jolin suggested a vendor who sells breakfast sandwiches and coffee.

The Committee thanked Ms. Veale and the rest of the group for their work on the race.

### **b. Indigenous People**

There was no representative from this group present. Chairman Methot reported he has not been able to contact Ms. Podlipny. The group will not be able to participate in any 300<sup>th</sup> anniversary celebration events if they do not contact the Committee.

## **8. General Business – New and Old**

### **a. Banner Bracket Caps**

Mr. Bishop will order 125 sets of bracket caps. Zip ties will be bought locally.

### **b. Mugs**

*Mr. Dinopoulos moved to authorize ordering one dozen of each color of the 300<sup>th</sup> anniversary celebration mugs. Ms. Lamphere seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

### **c. Bluetooth Square**

Ms. Jolin mentioned the availability of a Bluetooth Square device. New phones do not have a way to plug in the original Square device.

*Ms. Rieter moved to purchase a Bluetooth Square device and it was seconded. A vote was taken, all were in favor. The motion passed unanimously.*

**d. Proclamation**

**i. Parking**

The Committee discussed locations for parking on Proclamation Day.

**ii. Proclamation Program**

Ms. Rieter said the deadline for sending the program to the printer is April 25<sup>th</sup>. She needs all information by April 18<sup>th</sup>. The Committee discussed the program design and Ms. Rieter will bring prices to the next meeting.

**iii. Invitations**

**1. Update on VIP invitations**

Ms. Lamphere reviewed the list of VIPs who have responded.

**2. Invitation letter**

The Committee reviewed a draft of the invitation letter to be sent to dignitaries and discussed the list of dignitaries. Mr. Dinopoulos will work with Town Administrator Doda on this.

**e. Encampment Needs**

**i. Craftspeople**

Chairman Methot reported there will be people demonstrating timber framing, spinning, weaving, rug hooking, possibly skinning, and a herbalist. He will present the early history of Chester. Mr. Bishop shared names of craftspeople to contact.

**ii. Reenactors**

Bob Davidson will attend the April 5<sup>th</sup> meeting. Chairman Methot spoke with a representative from the Civil War group, who says they are willing to answer questions from children, although their focus is normally one-on-one interactions with adults.

The reenactors have requested pop-ups. Recreation Director Reishus has access to some, as do some Committee members. Chairman Methot will find out how many are needed.

**iii. Weather**

The Committee discussed alternative plans in the case of inclement weather. The final decision will be made at the May 3<sup>rd</sup> Committee meeting.

**iv. Cannon**

**1. How many times to fire?**

The cannon will be fired three times

**2. Cost/Donation**

Chairman Methot reported there will be no cost to the Committee for firing the cannon.

**3. Permission from the BOS**

Mr. Hadik understands the Board of Selectmen has given permission to fire the cannon.

**a. TRC – April 4<sup>th</sup> 9 am**

Mr. Hadik clarified that the field will not be needed on Friday before the encampment. The Police Department detail will be discussed at this meeting.

**f. Time Capsule**

Mr. Dinopoulos has received the time capsule and it will hold all of the planned items.

**i. Items for capsule**

Mr. Dinopoulos spoke with the principal. Students will write letters to their future selves, which will be submitted by the end of April. He also spoke with the librarian about items she might want to include. He is ordering sleeves to insert paper-based items. Black and white photographs will last longer than color photographs. Any technological items added would only be as a novelty, as technology will be far advanced in 50 years.

He is researching obtaining a yearbook from White Pines College (now Busche Academy). He will also research obtaining yearbooks from Chester Academy and Pinkerton Academy.

**ii. Top Marker**

**1. Cost and vote**

Mr. Dinopoulos said it will be manufactured in Londonderry and will weigh approximately 110 pounds. The Committee reviewed the verbiage to be inscribed on the marker.

**g. Food vendors at Encampment area**

**i. How many and who**

The Committee discussed the pricing structure for vendors. Mr. Bishop suggested other potential vendors.

**h. Grand Finale**

**i. Attachments**

**1. Application**

**2. Field layout**

**3. Google map**

**ii. Application**

The Committee reviewed the terms of the vendor application that has been used for the Town Fair in the past. The fee structure will be the same, with the exception of the commercial vendor fee being reduced to \$30.

The fee for food vendors will be \$75 with 10% of sales over \$750, \$50 with 10% of sales over \$500. The Committee discussed the deadline for vendor applications, the location and time frame for vendors, and the availability of electricity. They also discussed the ability of vendors to sell non-alcoholic beverages. There is a disclaimer that allows the Committee to limit participants.

The Committee discussed paying a vendor to provide a free children's play area. They discussed soliciting other entertainment. Mr. Bishop suggested bands that march in the parade could perform afterwards.

**iii. Finale caterer**

The Committee discussed potential caterers. Ms. Jolin recommended pre-selling tickets and deciding on a fixed number to be sold the day of the event, to provide the caterer with a total. This number will be decided at a later meeting.

**iv. Fireworks guy – layout**

Mr. Hadik will contact the person in charge of the fireworks and discuss the layout and the area he needs.

**v. The Beer Guy**

Mr. Bishop spoke with the Beer Guy regarding his paying a 10% commission on all sales that day. He will provide VIP beverage ticket for \$3 so members can hand them out. He is currently scheduled to serve from 4 to 10 pm, although the Committee will discuss changing the start time to 3 pm with the police chief. The Beer Guy agreed to all of these issues.

The Committee agreed that Chairman Methot should sign all contracts.

*Mr. Hadik moved that the Committee enter into a contract with The Beer Guy based upon the negotiations that Mr. Bishop has undertaken. The contract will be forwarded to Chairman Methot for his signature. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

**vi. Parade Program**

Mr. Bishop shared a copy of the Brookline parade program and the Committee discussed the format of their program.

**vii. Reusable Bags**

Mr. Bishop shared a sample reusable bag and the Committee discussed the design and quantity to be ordered.

**viii. Other Finale business**

Mr. Bishop asked regarding the availability of handicapped parking.

**9. Other Business – Next meetings – April 5<sup>th</sup> and 19<sup>th</sup>**

*Mr. Hadik moved to purchase a banner for Minuteman Printing in appreciation of their extra efforts. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor. The motion*

*passed unanimously.*

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**10. Adjourn**

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*Mr. Dinopoulos moved to adjourn the meeting. Mr. Hadik seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

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The meeting was adjourned at 9:59 PM.

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Respectfully submitted,  
Beth Hanggeli, Recording Secretary

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