

**Chester 300<sup>th</sup> Anniversary Celebration Committee Meeting**  
**April 19, 2022**  
**Approved Minutes**  
**6:00 PM**

**Members present:**

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

**Members absent:**

Sue Rieter

**Guests present:**

Selectman Steven O. Landau  
Jay Bishop  
Karen True, Chester Academy Liaison  
Chester PACT

**1. Meeting Called to Order**

Chairman Methot called the meeting to order at 7:01 PM.

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

Chairman Methot introduced Ms. Karen True, a representative from the Chester Academy who will attend meetings to represent the school during planning discussions.

**3. Approval of Minutes – April 5, 2022**

On line 159, change tents to tent.

*Mr. Hadik moved to accept the minutes of the April 5, 2022, meeting as amended. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

**4. General Business – New and Old**

**a. Proclamation**

**i. Update on VIP invitations**

The Committee reviewed the guests who will be sitting on the stage, including Selectmen, Mr. Jack Cannon (MC), Governor Sununu, Rep. Chris Pappas, Rep. Bill Gannon, Rep. Oliver Ford, Chairman Methot, Melissa, Morgan (soloist), and Rev. Ratcliff, Mr. Hadik recommended planning for each person on the stage to bring a guest who would need to be seated.

**ii. Stage**

All arrangements are in place. The stage will arrive by 8 AM from Manchester. Chairman Methot ordered the bunting but only part of the order arrived, so it has been reordered.

**iii. Program**

Ms. Rieter sent out a draft of the program. Chairman Methot is still collecting bios of the craftspeople. Mr. Bishop asked regarding the proper method of address for the Governor and this was discussed.

**iv. Refreshments**

Ms. Lamphere will meet with Lynn Rockwell from the church tomorrow. All arrangements are set.

**v. Cake**

The logistics of setting up the cake were discussed.

**vi. Flowers and podium**

Ms. Lamphere is coordinating the flowers and the seal on the podium.

**vii. Time Capsule**

**1. Student Letters**

Ms. True said Principal Lacroix has shared information regarding the letters with the students. She asked what the Committee is looking for regarding content and was told whatever they want to write about. Ms. True will discuss the students' adding their addresses with Superintendent Locke due to privacy concerns.

**2. Inventory**

Selectman Myette is creating a write-up regarding the contents of the time capsule, so he needs an inventory.

**3. Display table**

The Committee discussed displaying the time capsule and its contents.

**4. Stone**

Mr. Dinopoulos is ordering the stone that will cover the time capsule.

**5. Location**

Selectman Landau recommended taking a picture of the location of the time capsule and storing this information in the Town Clerk's office, in case the stone disappears in the next 50 years.

**6. Placement**

The Maintenance Department and the Road Agent will be responsible for burying the capsule and setting the stone.

**viii. Other**

Sharon DeLuca will be operating the sound system. Chairman Methot has authorized her to purchase a long speaker cord. He has been unable to find anyone to provide additional speakers.

**b. Encampment Needs**

**i. Food Vendors**

The Lions are serving sandwiches instead of hot dogs and hamburgers. Mr. Dinopoulos will contact other vendors, as more will be needed.

**ii. Other**

A table selling 300<sup>th</sup> merchandise will be located on the field, as well as a table explaining the geocaching. The Town Maintenance Department will set up the chairs from the MPR. The placement of the chairs was discussed and it was suggested to meet with the Maintenance staff to discuss this.

**c. 5K**

The Committee shared with Ms. True regarding the special award being given to a Chester student and she will discuss this with the track coaches.

**d. Firemen's Muster**

Ms. Jolin obtained a list of fire departments from Tara Ingalls at the Chester Fire Department that Mr. Costine contacted. There were 16 fire departments on the list that Ms. Jolin reached out to electronically. She also reached out to Brookline and obtained the names of seven fire departments, so contacted them as well.

**e. Car Show**

Mr. Stuart submitted an application for the Good Humor truck. The other car show organizers will be returning from Florida soon. Ms. Jolin reported the car show is listed as the top local event in the area on Facebook, with 23 attending and 305 interested. Mr. Stuart said that no pre-registration is required, but they would like car owners to respond to let them know they plan to participate.

**f. Grand Finale**

**i. Student involvement**

Ms. Jolin asked if there is a student group that could help clear tables during the barbecue and pass out programs. Ms. True will research this.

**ii. PTA fundraiser**

Mr. Bishop discussed possible fundraisers that could be sponsored by the PTA or another school-related group.

**iii. Rain date**

The Committee discussed scheduling a rain date the following day (Sunday). Mr. Bishop believes more than 10% of the parade participants will not be able to attend the next day. Ms. Jolin reported that some caterers and musicians charge an extra fee to reserve a rain date. Mr. Bishop said insurance can be purchased. The fireworks would not happen in the rain. After an extended discussion, the Committee decided not to schedule a rain date.

**iv. Barbecue**

The Committee discussed the cost of each ticket and what it would include. Ms. Jolin researched the cost of renting matching tables. The Committee discussed how many would be needed and how many would fit in the tent. Selectman Landau said the Town might purchase additional tables and will report back. The need for a dance floor was also discussed. Ms. Jolin obtained a quote for a mobile stage. The lighting will be done as part of a sponsorship package.

**v. Bands**

The Committee discussed having parade participants play on the field during the parade to entertain anyone not able to attend the parade. They decided that there were specific time periods where this would be appropriate and discussed the types of performers that would not conflict with the parade. The time slots 3:30-4:00 and 5:30-6:00 need to be filled.

**g. Parade – Next meeting**

The letters are going out to local groups in the coming week.

**h. Fireworks**

Mr. Hadik spoke with the individuals in charge of the fireworks. The exclusion zone required is larger than anticipated, so he will speak with the Fire Chief. They will meet Mr. Hadik on the field to discuss the layout.

**5. Other Business – Next meetings – May 3<sup>rd</sup> and 17<sup>th</sup>**

**6. Non-public session**

*Chairman Methot asked for a motion to go into non-public session per RSA 91-A:3(c), Reputation. A roll call vote was taken: Methot – aye, Hadik – aye, Lamphere – aye, Stuart – aye, Dinopoulos – aye, Jolin – aye. The motion passed.*

The cameras were turned off at 8:51 PM.  
The meeting room was reopened at 9:48 PM

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

*Ms. Lamphere moved to seal the minutes indefinitely. Mr. Hadik seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.*

**7. Adjourn**

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

The meeting was adjourned at 10:00 PM.

Respectfully submitted,  
Beth Hanggeli, Recording Secretary