

Chester 300th Anniversary Celebration Committee Meeting
May 3, 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
Sue Rieter

Guests present:

Selectman Steven O. Landau
Jay Bishop
Chester PACT

1. Meeting Called to Order

Chairman Methot called the meeting to order at 7:06 PM.

2. Attendance/Chairman's Announcement

3. Approval of Minutes – April 19, 2022

On line 115, the section about the Firemen's Muster is not correct. 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. On line 136, the Committee decided not to have a rain date.

Mr. Hadik moved to accept the minutes of the April 19, 2022, meeting as amended. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

4. Member Comments

a. Insurance

Mr. Hadik has filled out an application for event insurance for the entire day of the finale, including the parade staging area, the parade, parking on private property, and the event location. The company will not write a policy until 90 days prior to the event. He will submit an application now to obtain a price and a guarantee that they will issue a policy 90 days prior. The Town's insurance does not cover situations like this. The price could run from \$250 to \$450. Selectman Landau is also researching insurance policies. The Committee can select the best option. He said the Board of Selectmen may cover the cost.

5. Guests

a. Jack Cannon, MC, Proclamation Day

Chairman Methot met with Mr. Cannon and they have developed a script for Proclamation Day.

6. General Business – New and Old

a. Proclamation Day

i. Updates

1. Program

The program is completed.

2. Guests

The Committee discussed the guests that will be attending the event and the order in which they will be introduced. The governor has to leave by 10:55 AM due to having another commitment.

3. Stage Location

The number of chairs needed on the stage was discussed. They do not have to be tied together, according to the fire chief. The location of the stage has been tentatively established, depending on the location of the time capsule. The chairs on the lawn will be set up Friday morning by the Town Maintenance Department. The seal on the back of the stage will need to be covered.

4. Sound System

The sound system has been arranged.

5. Time Capsule

Mr. Dinopoulos has the inventory of items that will be in the time capsule. The marker has been delivered. Ms. True will deliver the students' letters and the names of students who will hand out programs the day of the event to Mr. Dinopoulos before Saturday.

6. Refreshments

Ms. Lamphere reported that everything is arranged for the refreshments. Ms. Lynn Rockwell is handling most of this, with help from church members. Tables and chairs will be set up nearby. The toilets in Stevens Hall are functional and there are two Porta Potties at the ball field. The Committee will pay for cleaning the Porta Potties after the event. Garbage cans will be placed around the area as part of a sponsorship package.

7. Encampment

Chairman Methot reported that all participants are set. The National Anthem will be sung, but there will not be a Pledge of Allegiance.

8. Food Vendors

The Lions Club are serving hamburgers and hot dogs. The Up Street Food Truck will also be present. Mr. Dinopoulos is continuing to look for other food vendors. There is a food truck event happening at the same time, so it has been difficult to find vendors.

9. Pop-ups and tables

Volunteers are needed to erect the pop-ups on Saturday morning.

ii. Banners

Mr. Hadik reported the banners are being hung. Some are being shipped and will be hung as they are received.

iii. Sponsorships

Ms. Lamphere said they have finished selling sponsorships and reported on the final results. The Committee commended Mr. Bishop and Ms. Lamphere for the excellent job they did soliciting sponsorships. A decision needs to be made as to the cutoff date for ordering banners.

iv. Other business

1. Requesting payments

Ms. Lamphere reminded the Committee members of the process and timing for requesting checks.

2. Car Show

Mr. Bishop reported he has names and addresses of a number of car clubs, if the Committee wants to send them a postcard. He has also spoken to the operators of the antique ice cream truck regarding participating in the show. The event will run from 10 AM to 2 PM. The School Board needs to be reminded of the date of the event.

Mr. Bishop suggested holding a corn hole tournament for the spectators and reported that Derry has an active organization that could be contacted. Mr. Stuart will discuss this with the Car Show committee.

7. Next meeting - May 24th

The Committee discussed the dates for future meetings. The next meeting will be May 24th. The next events are on July 23rd - the 5K and the Firemen's Muster. Ms. Lamphere has secured offsite parking for these events. Mr. Costine will be invited to attend a future meeting to discuss the logistics of the Firemen's Muster.

a. Next meetings: June 14th and July 12th

b. Report by liaisons on upcoming events

c. Finance/Budgets

d. Wrap-up of Proclamation Day

e. Update on two summer events (Car Show and Firemen's Muster/5K)

f. Update on geocaching

g. Parade logistics

8. Adjourn

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

The meeting was adjourned at 8:41 PM.

Respectfully submitted,
Beth Hanggeli, Recording Secretary