

Chester 300th Anniversary Celebration Committee Meeting
(held remotely)
April 27, 2021
Approved Minutes
7:00 PM

Members present:

Jean Methot, Chairman
Rhonda Lamphere, Treasurer
Edward Stuart
Sue Rieter
Nancy Jolin
Chris Hadik

Guests present:

Jay Bishop
Chester PACT
Karolyn O'Cull
Selectman Stephen Landau
Brennan Holmes, School Board Liaison

1. Meeting Called to Order

Chairman Methot called the meeting to order at 7:03 p.m.

2. Attendance/Chairman's Announcement

3. Approval of Minutes

a. April 13, 2021

Ms. Jolin said on line 260, Ms. **Lamphere** had the option. Ms. Jolin's option is Smokey's Longhorn Catering. They were discussing food trucks for other events, not just the barbecue. Ms. Lamphere said on line 59, add "...each year **to fund the celebration.**" On line 203, it should say, "**...2021 town fair parade.**"

Mr. Hadik moved to accept the minutes of the April 13, 2021 meeting as amended. Ms. Lamphere seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

4. Member General Comments/Public Comments

5. Guests

a. Karolyn O'Cull, Karolyn O'Cull Photography

Ms. O'Cull has lowered her original estimate based on the adjusted hours she received from the Committee, which is 50 hours for all events. The estimate does not include taking pictures of the old homes, but she will take care of those. The pictures are needed by July 1. Chairman Methot will send her the list of addresses, once the contract is signed.

Ms. Lamphere asked about aerial photo restrictions. Ms. O'Cull said Chester is in a safe fly zone, and she doesn't believe she will exceed the height restriction with the drone. The Committee discussed the number of events covered in the estimate, and Ms. O'Cull said any additional events will be at the stated hourly cost. She will be available the entire day of the finale. The picture of the students making "300" might have to be taken in the fall due to COVID restrictions.

Ms. O'Cull said the Committee can sell prints as a fundraising opportunity. She suggested doing framed prints, a calendar, canvas prints, postcards, a story book, or a commemorative book. Families could dress in old-time clothing at the proclamation event and have pictures taken. She can take pictures during an event and have them available for purchase at the end of the event; she would need to purchase a professional printer. Pictures can also be used as a slideshow. She can provide photos 24 hours after each event. She will provide high-resolution files for printing, Facebook, etc.

Mr. Hadik asked if pictures could be posted on the website with a watermark so people could order them. Ms. O'Cull said the 300th anniversary celebration website could be linked to hers, and she could drop-ship pictures. Ms. O'Cull will give the Committee a release to sell the pictures for advertising, but she would retain the copyright. The license will include permission to reproduce pictures to be sold for profit.

Ms. O'Cull will write up a contract that includes the existing events and send it to the Committee to review. If other events are added, they will be at an additional cost. If an event changes, it can be replaced with another for no additional cost. She will be available the entire day if there are multiple events and will have other photographers assist her. The Committee will wait to vote whether or not to hire her until they receive the written contract, which she will send to Ms. Jolin before the May 11th meeting.

Mr. Hadik moved for Ms. O'Cull to proceed with preparing a contract. Ms. Jolin seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

b. Bernadette Caldwell-Town Decorations

Ms. Caldwell was not present at the meeting. Her current estimate is approximately \$1,200. Mr. Hadik asked if additional bunting could be purchased and Chairman Methot said yes. Mr. Hadik suggested having a table at the Town Fair for members of the public to order bunting. Ms. Rieter said they could also place orders via the website. Ms. Lamphere said the Town Hall needs to be decorated before the parade. Six additional buntings should be ordered for the aluminum trailer that carries the cake. Mr. Bishop said the bunting could be used for the proclamation before hanging it on the buildings in the center of town, so would need to be ordered soon. The Committee agreed to discuss this again when Ms. Caldwell is present, hopefully at the next meeting.

6. Old Business

a. Review of Commemorative Booklet-Sue

Ms. Rieter said the bulk of the information is needed by May/June. She would like to know when she will receive information from Committee members so she can update the spreadsheet. If the picture of the students forming "300" isn't possible, she will need a new idea for the back cover. Mr. Holmes said new guidelines are coming out on May 7 that might affect taking the picture, although substantial changes in the policy around masking will be necessary

for it to happen this year. He said the new administration is interested in participating in the celebration. Mr. Bishop suggested creating a collage of students' faces from their class pictures to create the "300."

Members responsible for providing information/write-up on the following are:

- Old houses – Chairman Methot will speak with Paulette
- Charter document – Chairman Methot will send this to Ms. Rieter
- List of town officers – Ms. Rieter will email the town clerk after the election
- Pictures of the executive committee members, and police and fire departments – These can be taken at the same time. Ms. Lamphere will take care of this. A booklet can be created for each event and include the pictures of the people involving in putting it on, including volunteers.
- Snapshots of Chester today – Ms. Jolin has asked for contributions from the public via the website but has only received two pictures.
- Information about the Boston Post Cane Holder – This is available in the Town Report. Liz Lufkin has the names. Ms. Jalbert can send Ms. Rieter a copy of the Town Report and the photos. The Committee will discuss having the current cane holder participate in the parade at a future meeting.
- Kickoff gala – Ms. Jolin will write the introduction. Mr. Hadik will mention the gala during his presentation of the warrant article at Town Meeting.
- Xmas in the Village – Ms. Rieter
- Xmas tree lighting – Ms. Lamphere/Ms. Jolin
- Bonfire – Mr. Hadik
- Geocache – Ms. Jolin will speak with Meranda
- Proclamation Day – Chairman Methot
- Fireman's Muster – Mr. Hadik
- 5K – Mr. Hadik
- Car show – Ms. Rieter/Mr. Stuart
- Parade/festival – This will be a joint effort
- Old photos, historical nuggets – Chairman Methot
- Significant events since the 275th anniversary celebration
 - New school – Mr. Holmes will speak with Mr. Richardson
 - Town Hall move from Stevens Hall to the old school, and the fire station – Selectman Landau
 - Transition from the dump to the transfer station – Mr. Hadik
 - Wason Pond acquisition and the covered bridge – Mr. Hadik. Ms. Lamphere said there are pictures on the thumb drive that he might want to use.

b. Proclamation Event—Continued Discussion

i. MC-Jack Cannon—Sue

Mr. Cannon is willing to emcee the proclamation event.

ii. Next steps

1. Invitation – Rhonda

These should be sent out ASAP. Ms. Lamphere will work with Ms. Doda and Ms. Jalbert on the VIP guests after Town Meeting. She will report on this at the meeting on May 25th.

146 **2. Draft program – Jean**

Chairman Methot will lay out the program for the Committee to review. Ms.
148 Lamphere said there is a good checklist for a heritage ceremony in the purchased
150 packet.

152 **3. Estimated budget (needed for grant)**

Ms. Lamphere said Erin will need a budget and a program for the grant.

154 The Committee discussed the reenactment, and what it will consist of. Mr. Bishop said
156 a better name for it is an encampment, where there will be artisan demonstrations.

158 **c. Number plate update – Chris**

The number plate has been approved by the state. Mr. Hadik has reached out to Correctional
160 Industries and is researching pricing for aluminum plate printing. He will let the Committee
know once he has prices. Ms. Lamphere said other towns sold plates for \$20.

162 **d. Grants update – Rhonda**

Erin is waiting for information from the Committee.

164 **e. Sponsorships – Rhonda**

166 The presentation folders and brochures are finished. The phone calls will begin next month.

168 **f. Volunteer for Vice Chairman**

170 *Ms. Lamphere nominated Mr. Hadik as Vice Chairman. Mr. Stuart seconded the motion. A*
172 *vote was taken, all were in favor, the motion passed unanimously.*

174 **7. New Business**

176 **a. Town Meeting—9:00 a.m. – Rhonda**

This will be discussed at the next meeting.

178 **b. A & A Balloon Rides**

Mr. Stuart discussed offering balloon rides on the day of the car show with Andre from A&A
180 Balloon Rides. He is willing, depending on the weather. Mr. Bishop suggested adding them to
the potential sponsors list and making a presentation; they might be able to agree on a partial
trade. Balloon rides could also be offered at other events.

182 Mr. Stuart will set up a time for Andre to meet with Mr. Bishop. Mr. Bishop says it's better to
184 discuss sponsorship opportunities before having Andre present to the Committee. A minimal
amount should be charged for the rides instead of offering them free, to avoid a long line of
186 people that can't be accommodated.

188 **c. Meeting with the Lions Club**

Chairman Methot and Mr. Bishop will meet with the Lions Club on May 13th at 6:30 at Legion
190 Hall.

192 **d. Reviews/Updates**

The Committee members' badges have expired. Ms. Lamphere will notify the Police Depart-
194 ment to use the old pictures to create new badges.

196 **8. Meeting Review/Assignments**

198 **9. Next Meeting – May 11, 2021**

200 **a. Topics – what to discuss next; what to further review**

- 202 • Ms. Caldwell about decorations.
- 202 • Volunteers are needed to man the table after the Town Meeting, if they are permitted to
- 204 have a table at the meeting. Mr. Hadik will make an announcement after he presents the
- 204 warrant article regarding where the table is, needing volunteers, etc. Ms. Lamphere said
- 206 they should probably send a mailer out about purchasing gala tickets.
- 206 • Chairman Methot will try to have draft program ready by the next meeting.

208 **10. Executive Session**

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

212 *Ms. Lamphere moved that the Committee go into non-public session under RSA 91-A:3 II*
214 *(c) Reputation. Ms. Jolin seconded the motion. A vote was taken. Methot – aye, Lamphere –*
aye, Hadik – aye, Rieter – aye, Stuart – aye, Jolin – aye. The vote was unanimous in the af-
firmative; motion carried.

216 The meeting room was closed at 9:02 p.m.
218 The meeting room was re-opened at 9:21 p.m.

220 *Ms. Lamphere moved that the Committee come out of non-public session. Mr. Hadik se-*
conded the motion. A vote was taken. Methot – aye, Lamphere – aye, Hadik – aye, Rieter –
222 *aye, Stuart – aye, Jolin – aye. The vote was unanimous in the affirmative; motion carried.*

224 **11. Return to Regular Meeting**

226 **a. Seal or Not Seal Minutes**

228 *Ms. Lamphere moved that the minutes to the non-public session, on Reputation, be sealed*
for an indefinite period. Mr. Hadik seconded the motion. A vote was taken. Methot – aye,
230 *Lamphere – aye, Hadik – aye, Rieter – aye, Stuart – aye, Jolin – aye. The vote was unani-*
mous in the affirmative. The motion was carried.

232 **12. Adjourn**

234 *Ms. Lamphere moved to adjourn the meeting at 9:24 PM. Mr. Stuart seconded the motion. The*
vote was unanimous in the affirmative. The motion was carried.

236 Respectfully submitted,
238 Beth Hanggeli, Recording Secretary