

**Chester 300<sup>th</sup> Anniversary Celebration Committee Meeting**  
**(held remotely)**  
**May 25, 2021**  
**Approved Minutes**  
**7:00 PM**

**Members present:**

Jean Methot, Chairman  
Rhonda Lamphere, Treasurer  
Edward Stuart  
Nancy Jolin (left the meeting at 7:48 p.m.)  
Chris Hadik  
Sue Rieter  
Jeff Dinopoulos

**Members absent:**

Selectman Stephen Landau

**Guests present:**

Jay Bishop  
Brennan Holmes  
Ann Podlipny  
Chester PACT

**1. Meeting Called to Order**

Chairman Methot called the meeting to order at 7:04 p.m.

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

**3. Approval of Minutes**

**a. May 11, 2021**

*Mr. Hadik moved to accept the minutes of the May 11, 2021, meeting. Mr. Stuart seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.*

**4. Treasurer's Report**

Ms. Lamphere has not had time to look at the report, but nothing has changed. There should be about \$23,700.

*Mr. Hadik moved to table the Treasurer's Report until the next meeting. Ms. Jolin seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.*

**5. Member General Comments/Public Comments**

**6. Guests**

**a. Ann Podlipny – Indigenous People**

Ms. Podlipny thanked the committee for allowing her to speak. She initiated the warrant article establishing Indigenous Peoples Day in the town of Chester on August 19th, which the Town

supported. She said people need a better understanding of indigenous people as it relates to this area. She asked if indigenous people could present during the 300<sup>th</sup> Anniversary Celebration in a way that the Committee feels is appropriate and useful. They do many community and school presentations.

Mr. Hadik said it would fit in well during the encampment on May 7<sup>th</sup>, after the proclamation is read at Stevens Hall. Ms. Podlipny asked if they could read a land acknowledgement that includes a prayer and drumming to acknowledge the land that was held in stewardship before the white man arrived. The Committee asked to see the script.

Chairman Methot said the Committee is interested in people demonstrating historic crafts to show children. Mr. Hadik said anything involving students would have to go through the School Board. He also suggested the indigenous people enter a float in the parade.

Mr. Bishop clarified that the encampment focuses on learning by doing in a museum-esque fashion for both children and adults. They are not sending out information to engage people regarding aspects of history.

The booklet will be published before the 2021 Town Fair, so the Committee will need to decide on all activities by mid-summer. Ms. Podlipny will contact the Committee once she has an idea of what they could present.

## **7. Old Business**

### **a. Proclamation Event—Continued Discussion**

#### **1. Decorations**

Chairman Methot will talk to the Auxiliary members on Monday regarding taking on the decorations as a project. If they are interested, they will present to the Committee.

### **b. Number Plate Update-Chris**

Mr. Hadik has not been able to contact the state, but he continues to try. He ordered seven plates online. The cost is \$3.80 each for 100. He ordered seven plates and they should arrive in a week.

### **c. Grants Update-Rhonda**

Ms. Lamphere needs a budget before she can do anything regarding grants.

### **d. Sponsorships-Jay, Rhonda, Others**

Mr. Bishop reported they visited with the Lions Club, Ram Printing, and the editor of the Tri-Town Times. Ram Printing agreed to support in kind, but they are not sure at which level. They need information as to what printing the Committee needs, but they cannot include the cost of postage.

The Lions Club is interested in the banners, but they have asked for another presentation since many of the members were absent.

An in-kind sponsorship has been discussed with the editor of the Tri-Town Times for 26 ¼ page ads (sometimes a full page or ½ page instead). They are willing to run four-color ads, but the Committee would be responsible for the extra cost unless another advertiser runs a

color ad at the same time, which would lower or eliminate the additional cost. Ms. Rieter needs to know how many ads to generate. The editor also agreed to include editorial content.

**e. Car Show—Ed**

The car show is August 7<sup>th</sup>. Mr. Stuart had to reschedule the appointment with Andre from A&A Balloons.

**f. Photographer (contract)—Nancy**

Ms. Jolin asked for discussion about the payment terms in the contract. The figures given are probably billable hours that include downloading and processing, as well as the actual time spent photographing. The Committee would like to discuss changing payment terms with her. Mr. Dinopoulos asked if she would be willing to trade advertising space in a booklet for her service. The Committee will discuss this with her when the contract is signed.

Mr. Bishop asked if she can sell the photographs she takes, as sometimes groups will not allow photographs of themselves to be sold for profit. Mr. Bishop suggested scheduling an informational meeting where he can discuss trading a banner for services. Ms. Lamphere and Ms. Jolin will address this before the next meeting.

**8. New Business**

**a. Event Budgets**

Ms. Lamphere said the Committee needs to discuss the needs for each event at the next meeting, to begin developing budgets. It is time to meet with the Board of Selectmen. They also need to meet with the School Board regarding events they want to hold on their grounds, but the new superintendent does not start until the end of July. Mr. Holmes agreed that the Committee needs to meet with the new superintendent and explain the Celebration. Ms. Lamphere volunteered to do this. The School Board will be meeting all summer, so any dates can be presented once school is out. Events potentially involving school grounds include the car show, the finale, possibly offsite parking for the proclamation and the Christmas Tree lighting.

They also need to ask the Recreation Commission about next year's Town Fair and the Finale, so they are not conflicting with those events.

Ms. Rieter said July 1 is the deadline to get information into the booklet.

**b. Debra Curtin, Muralist—Jean**

Chairman Methot contacted Ms. Curtin, who is still developing sketches. He needs to speak with the historical society to see if they are willing to pay for part of the project.

**c. Gala Update—Nancy/Rhonda**

**i. Tickets**

Ms. Lamphere said the tickets for the Gala are on sale, and the Committee members have been given tickets to sell. She asked that they keep her informed as to how many tickets they sell. The goal is 21 tables = 210 tickets. There are also tickets included in the sponsorship packets.

**ii. Glassware-Cost and Design**

A champagne toast is one of the options for some of the sponsorship levels, so champagne flutes will be needed. This will be discussed at a future meeting. Ms. Rieter will look into pricing to print on both sides of the glasses. Mr. Bishop said he can obtain flutes for \$1 without the logo, and printing on the glasses is cheaper than etching.

**iii. Mailer-cost**

Ms. Lamphere obtained a quote from Ram Printing. To print and mail 2000 6" x 9" double-sided postcards is \$817.34. This will not all be cash outlay; they are discussing part of the cost being covered through the sponsorship. The cards should be mailed by July 4. Maybe a second mailing should be done in August, depending on ticket sales, but only a reminder.

Mr. Bishop said they can insert something into Valpak for 3 cents each, and he might be able to procure a partial sponsorship.

*Mr. Hadik moved to spend up to \$825 to send out a mailer, possibly less after an agreement has been made with the sponsor, to promote the gala. Mr. Dinopoulos seconded. A vote was taken, all were in favor, the motion passed unanimously.*

**iv. Posters**

This will be tabled until after the discussion with Ram Printing regarding sponsorship/pricing for printing is over. Ms. Lamphere will finalize a list of what needs to be printed with Ms. Rieter.

**d. Christmas Tree Lighting - Time**

The date is Saturday, December 4<sup>th</sup>. The Lions have a new food truck. Ms. Lamphere will ask if they would like to sell hot chocolate and snacks. Chairman Methot will ask the Manchester Chorale how long their presentation is and if there is a fee. They need to consider renting Porta Potties if the town buildings are not open.

Mr. Bishop suggested having Santa arrive on a firetruck. Ms. Lamphere will check with other groups that offer pictures with Santa so as not to step on toes. Mr. Bishop has worked out a barter with Morgane Vigroux to perform. Ms. Lamphere reminded the Committee they need to meet with the Board of Selectmen regarding the Celebration events. The Hadiks will look for a suitable tree on their property.

**e. Table at the Mug n' Muffin on May 31<sup>st</sup> at the Legion**

The Committee decided not to set up a table at the Memorial Day celebration out of respect for the occasion.

**f. Town Fair**

There will be a Town Fair six weeks before the Gala, so the Committee needs to be there selling tickets and merchandise. There also needs to be a sign-up sheet for volunteers and people interested in getting more information about the celebration.

**i. Parade presence**

The committee agreed they need a presence in the parade, such as a float or a banner. Volunteers could man the booth if the Committee members participate in the parade.

**g. Poem – Sue**

Melissa Folini wrote a poem about the history of Chester and offered it for the Committee's use. The Committee suggested she read it on Proclamation Day, and that it be included in the booklet. This issue is tabled to be discussed at the June 22<sup>nd</sup> meeting.

*Ms. Lamphere moved to thank Melissa Folini for the use of her poem and tell her it will be included in the celebration, and ask her if they choose to have it read, would she be willing to read it. Mr. Hadik seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.*

**9. Meeting Review/Assignments**

**10. Next Meeting – June 8, 2021**

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

Ms. Lamphere suggested the next meeting be spent discussing the cost of events and creating a list of what needs to be discussed with the Board of Selectmen, the School Board, and the Recreation Commission. Mr. Hadik suggested the member responsible for each event work up a tentative budget before the next meeting, including any revenue produced by their event.

Mr. Bishop asked if the police and fire department coverage are in their budgets. Ms. Lamphere met with the police chief and he will put it in his budget, but the committee needs to add money for special duty. Mr. Bishop suggested contacting the county regarding using their sheriffs.

The June 8<sup>th</sup> meeting will be held in person, with any members not comfortable attending in person attending remotely.

**11. Adjourn**

*Mr. Hadik moved to adjourn the meeting at 9:00 p.m. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.*

Respectfully submitted,  
Beth Hanggeli, Recording Secretary