

Chester 300th Anniversary Celebration Committee Meeting
June 22, 2021
Approved Minutes
7:00 PM

Members present:

Jean Methot, Chairman
Chris Hadik, Vice Chairman
Rhonda Lamphere, Treasurer
Nancy Jolin (attended remotely)
Sue Rieter
Jeff Dinopoulos
Selectman Stephen Landau (joined at 7:57 PM – attended remotely)

Members absent:

Edward Stuart

Guests present:

Jay Bishop
Karolyn O'Cull
Chester PACT

1. Meeting Called to Order

Chairman Methot called the meeting to order at 7:00 p.m.

2. Attendance/Chairman's Announcement

3. Approval of Minutes

a. June 8, 2021

On line 42, **had** should be **have**. The date should be June 8, not June 9.

Mr. Hadik moved to accept the minutes of the June 8, 2021, meeting as amended. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

4. Guests

a. Photographer Contract – Karolyn O'Cull

i. Motion to sign the contract and pay the 1st payment of \$1,125.

Ms. O'Cull presented a revised contract; the payment schedule has been changed from two payments to four. The Committee is prepared to make the first payment today to cover taking pictures of the old houses.

Ms. Lamphere moved to accept the photography contract from Karolyn O'Cull as written with changes in the payment schedule. Mr. Hadik seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Chairman Methot gave Ms. O'Cull a list of the old houses. He would like to

make sure the houses are presentable before the pictures are taken. Ms. O'Cull will drive past the houses and take the pictures as she sees fit.

Ms. Lamphere said the police department have had their photographs taken. The deadline for the booklet is being pushed back as sponsors are slow being signed, so the students will be back in school and could possibly form the "300" for the back cover picture.

5. Treasurer's Report

a. March

Since March, the Committee received \$5,000 from the warrant article voted on at the Town Meeting, which brings the balance to \$28,593.35. There have been \$2,510.97 in expenses for April and May.

Mr. Hadik moved to accept the Treasurer's Report. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

6. Old Business

a. Updates

i. Sponsorships

Potential sponsors are being contacted. Sometimes companies need to refer to another department, so meeting in person doesn't mean the decision is made. Mr. Bishop said sometimes the commitment letter allows a company to commit to an amount without having to cut a check. The thank you follow-up note outlines what they agreed to donate.

The first meetings are with sponsors who might be willing to barter services or products for a sponsorship. Mr. Bishop mentioned Porta Potties and trash pickup are items that can be bartered. Ms. Lamphere is working from Jack Cannon's list. Ms. Rieter has created a list of vendors from the telephone book and has marked ones that are still in business.

Ms. Lamphere has spoken with the school regarding bathroom use and the general public will probably not be allowed into the building during the parade.

ii. Number plates

The quality of the samples received is questionable. The profit will be the same, but more plates will be sold if the cost of producing them is lower. Mr. Hadik will contact a vendor capable of producing an embossed plate and ask for a sample.

Mr. Bishop brought a sample of a birdhouse made with license plates. A high school woodshop class made the houses and the plates were added, and the houses were sold.

iii. Car Show

A meeting was held with the Branleys. They discussed the pros and cons of charging a registration fee for the cars and suggested asking for a donation instead. Holding a 50/50 raffle was also suggested. Trophies are roughly

\$30/apiece; winners could participate in the parade. Prizes can be obtained from local businesses and sometimes are donated; those businesses should not be the same ones that are being approached to be event sponsors.

From Whip's Wheels, the cost of a ¼ page ad is \$270/month, \$710 for three months. The Committee discussed having Sharon DeLuca, who is providing the music for the gala, DJ the car show. A number of events will need food trucks, but some will not commit more than six months before an event. The rain date tentatively is August 13th, but they will consider the day after the scheduled event.

iv. Christmas Tree Lighting

Mr. Oleson will donate the time and equipment. Potential locations for the tree have been selected and discussed, as well as getting power to the island. Chairman Methot said the Manchester Chorale will participate; they will need power. In case of bad weather, the event could be held the next evening. Refreshments (cookies, hot chocolate) could be served.

v. Proclamation (Heritage Day?)

Chairman Methot contacted the governor's office but has not received a response. Many communities call their event Heritage Day and the committee decided to use this term instead.

vi. Gala

The committee established September 30th as the deadline for selling tickets. Meals need to be ordered at that point as well. There is no assigned seating, so table numbers aren't needed, but tables can be reserved by buying 10 tickets.

1. Tickets

Committee members should return the stubs to Ms. Lamphere as soon as they are sold.

2. Mailings

Whether or not there is a second mailing will depend on how many tickets remain after Town Fair. An advertisement for the Christmas tree lighting could be included in this mailing.

vii. Mailings – RAM sponsorship

A list of items that need to be printed will be presented to RAM Printing when a trade for sponsorship is discussed. The Committee will have to pay postage for mailings.

viii. Porta Potties – Triangle Portables Sponsorship

The Committee discussed how many Porta Potties will be needed for each event and the locations.

ix. Souvenir Program – Sue

Ms. Rieter said the booklet is 47 pages, many of which are ads. Ad sizes for sponsors need to be revisited at the next meeting. The Committee discussed selling ads to local businesses, apart from sponsorships. How the booklets will be distributed was also discussed. Contents of the booklet were reviewed, including recapping the history of the town and developments since the 275th celebration. The booklet needs to be to the printer by the first of October, so all materials need to be to Ms. Rieter by the first of September.

x. Other

The Committee should have a table at the Spring Hill Fall Festival to sell souvenirs and Gala tickets, and give out information on upcoming events.

The Committee discussed revising the design for the boulevard banner.

Mr. Oleson has purchased a boom lift, so has offered to decorate the Christmas tree and install the boulevard banners.

7. Next Meeting

The next meetings will be held on July 27th and August 24th.

8. Executive Session

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

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

The meeting room was closed at 9:14 p.m.

The meeting room was re-opened at 9:20 p.m.

Mr. Hadik moved that the Committee come out of non-public session. Mr. Dinopoulos seconded the motion. A vote was taken. Methot – aye, Lamphere – aye, Hadik – aye, Rieter – aye, Dinopoulos – aye, Jolin – aye. The vote was unanimous in the affirmative; motion carried.

9. Return to Regular Meeting

a. Seal or Not Seal Minutes

Mr. Hadik moved that the minutes to the non-public session, on Reputation, be sealed for an indefinite period. Mr. Dinopoulos seconded the motion. A vote was taken. Methot – aye, Lamphere – aye, Hadik – aye, Rieter – aye, Dinopoulos – aye, Jolin – aye. The vote was unanimous in the affirmative; motion carried.

10. Adjourn

Mr. Hadik moved to adjourn the meeting at 9:30 p.m. Mr. Dinopoulos seconded the motion. The vote was unanimous in the affirmative. The motion was carried.

196 Respectfully submitted,
 Beth Hanggeli, Recording Secretary