

Chester 300th Anniversary Celebration Committee Meeting
September 14, 2021
Approved Minutes
7:00 PM

Members present:

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

Members absent:

Jean Methot, Chairman

Guests present:

Selectman Stephen Landau
Lynn Rockwell, Church Liaison
Jay Bishop
Chester PACT

1. Meeting Called to Order

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

2. Attendance/Chairman's Announcement

3. Approval of Minutes

a. August 24, 2021

Lines 155-56 should be deleted as irrelevant. Line 139, change "taken on responsibility" to "contributed." Line 173, \$1,250 should be \$12,500.

Ms. Lamphere moved to accept the minutes of the August 24, 2021, meeting as amended. Mr. Stuart seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

b. September 11, 2021 Meeting

A meeting was noticed for September 11, 2021 but it was not needed, so was canceled.

4. Member Comments

a. Mural Clarification

Ms. Lamphere explained she thought the Historical Society donated \$1,400 to the mural and the 300th Committee would pay the remaining \$1,400. The monies that came from the Historical Society were mostly the proceeds from the Daffodil sales. The remainder (\$200+) were a donation.

5. Guests

a. Scarecrow display

Ms. Rockwell reported the scarecrow display is coming along well. She met with Ted Scott, who will set up the hay bales by October 1. She has ordered supplies to decorate the bales and the scarecrows.

b. Insurance coverage for 300th events

Selectman Landau said the Board of Selectmen would like to meet with the Committee to discuss the 300th celebration activities. They intend to bring in representatives from the various departments involved, so everyone knows what's going on. One of the issues that needs to be discussed is parking for the parade. Liability is a concern, if someone parks on private land or is injured while climbing on the hay bales. The Committee should consider obtaining an umbrella insurance policy to cover any issues that might occur on private land. Ms. Lamphere said a meeting has been scheduled on September 30 and will include the recreation Department, the Board of Selectmen, and the Fire and Police Departments. Town Administrator Doda will handle the invitations.

Mr. Bishop said another town added insurance for a specific event as a rider on their policy at no cost. Their town manager is willing to share that information with the Committee.

6. Old Business

a. Updates

i. Town Fair

Ms. Lamphere reported sales of 300th merchandise netted \$1,173 at the Town Fair.

ii. Sponsorships

Ms. Lamphere reported there is one \$3,500 sponsorship left, four \$2,500, and six \$1,000. There are contacts to make that were obtained at the Town Fair.

iii. License plates

Mr. Bishop said sales are going very well. Mr. Hadik said a supply needs to be given to the Town Clerk, since people are registering their cars. Ms. Jolin will advertise them on the website.

iv. Maple Syrup

Ms. Lamphere reported the maple syrup in the collectible Tricentennial bottles sold well at the Town Fair. Ms. Jolin will advertise it on the website.

v. Advertising

Mr. Bishop will send ideas to Ms. Rieter for the next ad for the Tri-Town Times.

vi. Car Show

Mr. Stuart reported they need to reschedule an appointment to speak with a potential DJ. He is going to set up a meeting for the car show subcommittee to meet this month.

vii. Mural

The mural has been completed. The 300th logo was smaller than anticipated.

viii. Christmas Tree Lighting

Ms. Lamphere said Road Agent Mike Oleson will begin the underground work right away. Time was lost due to the recent rains.

ix. Proclamation/Re-Enactment

A. Commemorative Booklet

Mr. Dinopoulos said Chairman Methot asked him to research homes in town more than 100 years old. Ms. Rieter has five writeups and will contact the photographer to find the photos. The plan is to include 10-12 houses in the booklet.

B. Time Capsule

Mr. Dinopoulos is working on the list of items to be included. He believes the capsule should be square or rectangular, as it will be easier to store items than in a cylinder. The size will be at least 2' or 3' X 2' or 3'. The Selectmen individually will pay for the capsule. Ms. Lamphere is working on an engraved granite marker to be installed to note the occasion and location of the capsule. Possible locations for the time capsule were discussed to avoid it being vandalized or robbed.

x. Gala

Ms. Jolin is working on the slide show and is still collecting pictures. Ms. Lamphere reported that tickets are sold out. The current count of attendees is 220. Mr. Dinopoulos asked if volunteers would be needed and Ms. Lamphere said at this moment, no. Most tasks are being handled. But they will know closer to the date.

xi. Bonfire

Mr. Hadik has no update. Ms. Rieter cannot include the bonfire in advertising without information. Mr. Hadik will contact the Spring Hill Farm Advisory Committee again.

xii. Souvenir Program

Ms. Rieter reported that she has enough information to begin laying the program out. The Committee approved the new draft of the cover. She will meet with Minuteman Printing about their quote and process. The price is fairly close to that of RAM Printing; both are about \$5,600 for 2,500 copies. The program will be mailed to all Chester households (about 1,800) and can be sold at events where the Committee has a presence. Mr. Bishop said having a price on the booklet gives it value and might qualify it for the USPS book rate. The price will be \$5 each.

Mr. Bishop asked if there will be a picture of the Committee in the booklet, which Ms. Rieter said will happen after the shirts arrive. Mr. Stuart has ordered the collared shirts and will get an update on the due date. Ms. Lamphere is working on T-shirts. T-shirts for volunteers for the parade will be ordered after they have signed up.

Mr. Hadik moved to approve Ms. Rieter spending up to \$6,000 to print the souvenir program. Ms. Lamphere seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

xiii. Ornament – 3rd in series

Ms. Rieter said the design has been sent to the company. The price will be a little higher than for past ornaments. She has asked for quotes for silver and gold finishes and is now waiting for a proof and the price.

xiv. Spring Hill Farm Day – September 25th

1. Setup

Ms. Lamphere will email the members the setup and festival times, as well as a sign-up sheet. She will be present for setup and takedown. There need to be two members present at all times.

7. New Business

a. Treasurer's Report – July FY '22

Ms. Lamphere will have a report prepared for the next meeting.

b. Schedule meetings

i. BOS – September 30, 7:00

Mr. Hadik asked all Committee members to attend to ensure there is a quorum, if necessary. Ms. Lamphere will notice the meeting.

ii. School Board – October 6, 7:00

All Committee members are urged to attend. Ms. Lamphere will ask Brennan Holmes to attend the September 30th meeting.

iii. Firefighters Association Meeting – October 5, 7:30

The Committee would like to discuss the Firefighters Association's involvement in the parade, including the use of the old pumper. Any members interested are welcome to attend.

c. Parade Organization

The members of the parade subcommittee need to meet. Mr. Bishop was concerned regarding how long it's taking for groups to get up and running after being shut down due to COVID. He attended the Marlborough Labor Day parade and was pleased to see numerous groups participating.

Ms. Rieter is trying to contact The Beer Guy and Tony to find a time/location where members can see them in operation.

Mr. Bishop said the City of Manchester owns a stage on a tractor trailer that has been used as a reviewing stand. He asked if the Committee had a contact and Selectman Landau said Chester has a good relationship with Manchester. It would be expensive to rent, so the hope is they will be willing to loan it as a goodwill gesture.

d. Other

i. Music Promoter

Ms. Rieter contacted the music promotor, Noah. He has a stage on a trailer, and can help find bands if needed. He will give her information and prices, and is willing to attend a meeting in the future.

ii. Sponsorship Brochure Printing Costs

Ms. Lamphere has printed all of the sponsor brochures. While the paper has been paid for by the Committee, she has covered the cost of the ink and the use of her printer. She asked the Committee to pay for a set of cartridges to cover her costs.

Mr. Hadik moved to approve Ms. Lamphere purchasing two sets of ink cartridges for printing the brochures. Ms. Rieter seconded the motion. A vote was taken, all were in

favor except Ms. Lamphere, who abstained. The motion passed unanimously.

8. Event Budgets

All event liaisons need to submit an estimate of costs for their events to be entered into the budget. The amount left over will be used to hire groups. Many items have been bartered for and there have also been donations. These figures will be needed at the next meeting.

9. Next Meeting – September 28

The Committee discussed whether to return to biweekly meetings and decided to make that determination after each meeting.

a. Return to old agendas to finalized outstanding items

Ms. Lamphere asked the members to identify any issues that were discussed in the past but never decided on.

10. Member Comments

Mr. Bishop presented a concept called Chester Chops/Chester Chili and Chops. The gala sold out quickly, so there is obviously an interest in dinners. An award-winning chef lives in Chester with a popular restaurant nearby. Maybe he would be willing to prepare a dinner with students serving as bus persons. People who weren't able to attend the gala could attend this event.

He spoke with other committees to see if there was any interest, including the Spring Hill Farm Advisory Committee and the PTO. The dinner could not be held at Stevens Hall as there is no commercial kitchen, but it could be held under a tent onsite and cooked elsewhere. The MPR holds 128 people; there could be two seatings. This could be held in March/April 2022. Perhaps the Pinkerton Academy cooking class could cook with the chef. Mr. Bishop has a connection with a person who won the Cake Boss TV show, and they might be willing to bake the birthday cake.

Meals could be delivered to seniors/shut-ins who could not attend in person. Ms. Rockwell said when they've had church suppers, they have an active group of people who deliver meals. Selectman Landau said the Town has a list of seniors/shut-ins who they check in with

This will be discussed further at the October meeting.

11. Adjourn

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

The meeting was adjourned at 8:50 PM.

Respectfully submitted,
Beth Hanggeli, Recording Secretary