

Chester 300th Anniversary Celebration Committee Meeting
October 12, 2021
Approved Minutes
7:00 PM

Members present:

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

Guests present:

Jay Bishop
Stephen Landau, Selectmen's Liaison
Chester PACT

1. Meeting Called to Order

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

2. Attendance/Chairman's Announcement

3. Approval of Minutes

a. September 28, 2021

Ms. Lamphere moved to accept the minutes of the September 14, 2021, meeting as written. Mr. Stuart seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

4. Guests

5. Old Business

a. Updates – General

i. Treasurer's Report – September

There was no treasurer's report.

ii. Budgets

- 1. Gala:** The gala is almost \$5,000 over budget, but those numbers will change once sponsorship monies are transferred.
- 2. Christmas Tree Lighting:** Refreshments - \$300; the Lions will serve coffee and hot chocolate and will split the cost with the Committee. Porta potties – \$300. Traffic control – it is unclear who will be paying for this. Tree installation – all preparation has been done to set up the tree. PA system – Ms. Lamphere will research where to find one and the cost. Tree lights – about \$1,200, including a star topper and storage containers.

Mr. Hadik moved to approve up to \$1,200 to purchase Christmas tree decorations. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

- 3. Bonfire:** The budget is currently set at \$500. Porta Potties will be needed at all events. Ms. Lamphere is researching obtaining Porta Potties for all events. Hot drinks should also be included. Questions were brought up about traffic control, rescue coverage, and A/V. Ms. Lamphere said they need to discuss this event with the Spring Hill Farm Advisory Committee.

4. Geocache

Ms. Jolin and Ms. Rieter estimate the cost of geo coins – \$6.50 each for 75 coins.

5. Marketing Materials

Ms. Rieter asked to revisit the original list of marketing materials at the next meeting, as there have been changes.

6. Proclamation Day

Items needed: Porta Potties, First Regiment \$650-\$550, Civil War \$400-\$500. The current estimate is \$5,000 total.

b. Updates – Events

i. Gala

Ms. Lamphere reported that the planning is going well. She will find out what time they can get into the hall to decorate, hopefully by 1 PM. A table skirt with clips is needed for the cake.

Mr. Dinopoulos moved to allow the Committee to spend up to \$50 to acquire a pleated skirt for the cake and potentially other uses. Ms. Jolin seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

ii. Holiday Festival – Ladies Auxiliary

There is an opportunity for the Committee to sell merchandise at this event. Ms. Rieter cautioned that the ornaments might not arrive in time.

iii. Christmas in the Village – Congregational Church

There will not be crafters in the vestry this year, so the Committee will not be selling merchandise at this event. There might be vendors at other locations (MPR in the Town offices or the Legion Hall). If there is an opportunity, the Committee is interested in participating.

iv. Tree Lighting – December 4th

Chairman Methot will meet with the Manchester Chorale to discuss their needs, obtain sheet music, and discuss students that might be singing. Chairman Methot needs to know if the Church is going to participate. The Police and Fire Departments need to be consulted regarding the location of the risers. The Lions Club will serve hot chocolate. The Committee needs to discuss whether it will be served inside or outside.

v. Bonfire

This event will be held on February 26th with the Spring Hill Farm Advisory Committee. Mr. Bishop said the UNH Figure Skating Club is willing to perform, as well as skate with children and teach lessons.

vi. Geocache

The Boy Scouts offer a badge for geocaching and would like to have more information about this event. Ms. Jolin reported Meranda would like to kick off the geocache on Proclamation Day to avoid muddy conditions earlier in the year.

6. New Business

a. Firefighter's Association

The meeting has been moved to November 2 at 7:45 PM at the firehouse.

b. Firemen's Muster

Mr. Hadik needs to follow up with Mr. Costine to see if the muster is still occurring. Mr. Bishop attended the New Hampshire Firemen's Muster and shared suggestions on how to improve attendance, including making a donation to the Shriners' Burn Institute in a fire department's name as payment for their participation. He also suggested a substitute event, "Touch a Truck," for children to climb on firetrucks, school bus, cement mixers, ambulances, etc.

c. Food trucks

Mr. Bishop suggested charging food trucks a \$50 fee to participate plus 10% of their take after \$500.

d. Parade

Mr. Bishop shared two parade applications, one for groups that will be paid and one for groups that will not. They include a release of liability. Mr. Hadik said he believes the TRC will require any group/individual participating in the parade to carry insurance. Selectman Landau recommended sending the application to the Town attorney for review.

e. Next Meeting – October 26

i. Items to be taken up

- 1. Holiday Festival – Ladies Auxiliary – November 14th**
- 2. Christmas in the Village – Congregational Church**
- 3. Tree Lighting – December 4th**
- 4. Bonfire – February 26, 2022**

7. Member Comments

8. General Public Comments

9. Executive Session

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

Ms. Lamphere moved to enter non-public session under RSA 91-A:3,IIc, Reputation. Mr. Dinopoulos seconded the motion. A vote was taken, all were in favor. The motion passed unanimously.

The camera was turned off at 8:33 PM.

The meeting room was re-opened.

A motion was made and seconded that the Committee come out of non-public session.

10. Return to Regular Meeting

A motion was made and seconded that the minutes for the non-public session be sealed.

11. Adjourn

A motion was made and seconded to adjourn the meeting.

Respectfully submitted,
Beth Hanggeli, Recording Secretary