



## 250<sup>th</sup> Anniversary Committee

May 25, 2016 Minutes

***NOTE!! Next meeting Wednesday June 15 6:30PM***

**Present:** Janice Clark, Mary Ellen Moran, Carol Levesque, Edie Kimball, Tom Tanguary, Julie DeCosta, Lis Lucciano, Don Lucciano, Bernie Cameron, Mal Cameron, Daniel Briggs, Traci Lyn, Courtney Moser, Chrystal Moser, Dean Young, Karen Leavitt, Maxine Fowler, Roger Marquis, Cherie Sanborn, Don Tordoff, Torin Judd, Ernie Robert, Rebecca Hutchinson, Walt Kutylowski, Dee Jones, Jack Hutchinson

**Meeting called to order at 6:35 pm**

**Minutes approved**

**Financial Report:** Jack

In handout. Donations are ongoing. There will be additional revenue from craft and art vendors. License plates are selling well; 138 left at this time. Only 16 booklets left in stock; more will be ordered in mid-June with an updated list of sponsors. 9 Lions' Tavern employees will be wearing black tees with 250<sup>th</sup> logo and 9 lions' name. They can be purchased on the Teesprings website in 9 different styles until Sunday (30-May). Jack will forward the website address to committee members (done 25-May).

**July Schedule:** Jack

In handout. Requests were made to add the names of the folks in Sidecar and to clarify the Stenciling and Art in Deerfield information. A frying pan toss was added to Sunday's events. Focus will be serving free ice cream (donated by Executive Councilor Chris Pappas) from 6:40 pm -7:20 pm and at the concert intermission from 8:20 pm to 8:35 pm.

**Parade Report:** Bernie

Registration forms need to be turned in by June 15. If there are any concerns about the certificate of insurance, please call Bernie (463-7076) Torin will call Wolf Creek Stables about registration. One registration form for each unit is required, not for each individual. Vendors are invited to have representation in the parade so the announcement can promote their goods.

**Road Race:** Julie

Winners of the artwork competition for tee shirts have been picked. Tee shirts can go to the printer as soon as an updated sponsor list is obtained. Cherie will send the list to Torin who will complete the design and forward to Julie. The \$15 registration fee should cover costs of the race. Participants will receive a shirt and wristband. Julie will send Jack a map of the course.

**Car and Truck show:** Dean Young

Dean will choose 15-20 unique and interesting cars for Parade participation. Bernie will give Dean parade registration forms. Drivers will be given complimentary entry wristbands. Dean and Doreen will get trophies and determine categories. Trophy should have 250<sup>th</sup> logo.

**Variety Show:** Mal

Things are moving along nicely. A new accompanist has been found at a cost of \$1000. Materials for building sets, costume costs, etc. will be provided for the next meeting. Pittsfield Theater Group may be loaning costumes. Next meeting is Sunday, June 5.

**Food Vendors:** Jack

In handout. There was discussion about attendance numbers and the number of vendors. We should add a pizza vendor – perhaps Andrea’s, who is a vendor at the fair. Another suggestion was soft serve ice cream. We don’t want to run out of food or have long lines. Jack will continue to work with Dan Briggs from the Fair Association. Jack will request a certificate of insurance from each food vendors.

**Commercial Vendors:** Don Lucciano

A 60-foot space is available and vendors have already been acquired generating \$1000 in income. Checks should be made out to: Town of Deerfield. Vendors are invited to have a float in parade as a rolling ad, and the parade announcer could give information about products and location.

**Live and Let Live Farm:** Jack

This is a charity organization that rescues animals all of over New England, which is staffed by 200 volunteers. The committee consensus was to include them in the July celebration. Discussion continued about the precedent this would set regarding charity or other public organizations, and concerns were raised about current state “open carry” policies. Bernie and Ernie will do some research and follow up on the latter. Jack will write up a policy concerning non-profits. We will “discourage” political candidates from passing out literature but it is likely we cannot prohibit that.

**Ham and Bean Supper:** Jack

The 250<sup>th</sup> committee will be purchasing all the food and paper goods for this event, and the fire department will be preparing and serving. Also on the menu will be cornbread, coleslaw, ice cream and hot dogs for children. We’ll make a \$500 donation to the DVFD Equipment Fund to thank them for their work and to honor the traditional place of the Variety Show as

a DVFD fundraiser. Tickets will cost \$7 per individual, \$15 per family. Ernie and Torin will design and print 300 tickets. There Variety Show will be free. We will sell commemorative items and accept donations at the show.

**Volunteers:** Jack

We need volunteers Wednesday through Sunday for July festivities. There is a long list of jobs; a small sample includes: checking bathrooms (NOT cleaning – simply restocking paper goods and reporting any problems), trash collection, moving the dance floor, animal scoopers during the parade, set up and take down for various events, deliveries, driving the hospitality cart, crowd management, information booth, and many others. Jack will provide a sign-up sheet online for fixed time events and for “as needed” jobs. “As needed” volunteers will sign up for a specific time period and check in at the information booth where they will find out whatever jobs need attention at that time.

**Wristbands:** Jack

After much discussion, it was decided that we will purchase 4000 plastic, commemorative wristbands for 14 cents each and 6000 Tyvek wristbands for 3 cents apiece. They will be neon green or another available bright color. Bands will be sold in advance as well as on site the day of. The wristbands are good for both Saturday and Sunday and are for adults and teenagers; children under 12 are free.

**Promotion:** Jack and Tori

Of the two sample posters designed by Tori, the committee favored the one with the green background. The 11X17 posters will be ordered. Meghan dropped off 8 signs which will be posted by Dee and Jack in town gardens and other prominent places. Jack has reserved 3 golf carts; two for parking and one for maintenance. The committee recommended one more cart for hospitality.

**Garden Tour:** Dee

Brochure will arrive tomorrow and will be placed in the library, town hall, and the school. It is also available online at the 250<sup>th</sup> Anniversary webpage. Posters and signs have appeared all over town, and there is an article in the current Hippo. It is Saturday, June 4 from 10 am – 2 pm, though many gardens will remain open after that time. It is a free event, but donations to support the maintenance of town gardens are welcome.

**Cemetery Tour:** Mary Ellen

Booklets are available for \$5. GBW building sign will promote the tour. To make a reservation for the 10 am or the 1:30 pm tour on June 18, contact Mary Ellen Moran 463-5595; email: [Jacmareire14@gmail.com](mailto:Jacmareire14@gmail.com)

**Critical Path items for July weekend:** Jack

- Three ATM machines will be available.
- Cindy McHugh suggested EMT station and water station are in place.

- Fireworks are set.
- No additional meetings were scheduled.

Meeting adjourned at 8:35 pm

Respectfully submitted,

Dee Jones and Jack Hutchinson

**NEXT MEETING: Wednesday, June 15 at GBW building 6:30 pm**