



250th Anniversary Committee

June 15, 2016 Minutes

Present: Maxine Fowler, Rebecca Hutchinson, Karen Leavitt, Paul Murphy, Jan Clark, Mary Ellen Moran, Fran Menard, Carol Levesque, Wendy Rappa, Toby Tyler, Cilla Tyler, Torin Judd, Jack Hutchinson, Walt Kutylowski, Bonnie Heisey, Mal Cameron, Bernie Cameron, Dee Jones

Sign and Introductions

Minutes approved

Financial Report: Jack

In handout. Changes from last report: golf cart added for distribution of water, ten porta-potties, 8000 trifold maps, being worked on by Matt Fowler with Torin and Jack providing current sponsor list.

Volunteers: Jack

Volunteers will wear lime green tee shirts and should be prepared to answer questions or find out answers for anyone who asks. If you have a Deerfield250 Volunteer Tee from the Town-Wide Cleanup please wear it. Jack will order more for those who don't already have them. They'll be distributed at our **Volunteer Center** on the Fairgrounds – which will be the Fair Association meeting room on the lower level of the Arts and Crafts building. It will also be the lost and found and the lost child center.

Our **Information Center** and commemorative item sales will be in Cherie Sanborn's building between Gate 'E' and the Arts and Crafts Building where 250th. Maps will include these locations so volunteers arriving during the day will know where to check in. Jack will add a Volunteer Center coordinator to the sign up list. The Fair's communication radios will be distributed to select volunteer leaders so coordination of activities and jobs should run smoothly. Jack will email the online sign up again; Bernie will make a link from the The Forum page. Members were encouraged to forward it to anyone who may want to sign up.

We are looking for volunteer(s) to video activities in July.

Wendy will work with Deb Wyman and Cindy McQue to set up a water station with coolers, ice, cups, bottled water for distribution. One golf cart will be used for this purpose. Water will be available at the Information Center.

Boy scouts have volunteered to set up tables, chairs, and do miscellaneous jobs.

If we've sufficient funds after the weekend, we will consider a donation to the Deerfield Rescue (EMT) equipment fund in appreciation of their help over the weekend.

Garden Tour: Dee

Garden Tour was well attended and appreciated by guests and hosts. Weather cooperated with sunshine and light clouds, even the bugs were scarce.

Cemetery Tour and map update: Mary Ellen

Sign-ups so far: 23 for the 10 am tour; 12 for the 2 pm tour. Paul agreed to help with brochure sales. Ann Deeley and Dana van der Bijl donated their time and talent to create a museum quality town map. Mockup of the map was distributed and appreciated. The finished map will have pictures of town buildings and homes on one side; map on the other. We will order 300 (cost \$371) to be sold at \$5 each.

Parade Report and Update: Bernie

In handout. Bernie will contact entrants who have not turned in registration forms or insurance information. Four volunteers are needed for set up 9 am – 9:30 am. Meredith Briggs is working on getting us an army color guard. When the parade reaches the reviewing stand, the band will play "God Bless America" where, next in line, Dan Briggs' granddaughter will open the song and we'll encourage the crowd to join as we raise the American Flag up the flagpole. Scouts come next, then the Inn at Deerfield van with residents will park by the Arts and Crafts building (parking space to be roped off) so they may watch the parade pass from the van. The van will rejoin the parade as the final vehicle. A plan for the rest of the parade order will be worked out by Jack and Bernie.

Variety Show: Wendy and Mal

Inconsistent attendance is a problem; also holiday interruptions. Rehearsals are now moved to the school on Sundays 3-5 pm and Tuesdays 7-9 pm. A school staff member must be in attendance. Walt will talk to Tim Griffin about sound; Toby Tyler will do lights. Bonnie will check with Deb Boisvert about recording the show.

Food Vendors: Jack

In handout. Food vendors will be assigned locations along the path near gates D and E – where they should be obvious and accessible to all. Several mobile carts selling popcorn and drinks can move to service popular events like the firemen's muster and the excavator rodeo. Vendors will pay the Fair Association half the fair rate for use of electricity. Jack is asking each to make a donation to the 250th anniversary committee at the close of the celebration based on how profitable the two days have been for them.

Ham and Bean Supper: Jack

Lynn Hapke, Deb Campelia and Fran will sell tickets. <Lisa Brochu has since joined this team>. Jack will email contact information <Lynn Hapke: 289-1873, lhapke@metrocast.net or Lisa Brochu: 463-9313>

Wristbands: Jack

Wristbands are \$5 and are good for both Saturday and Sunday. Children 12 and under are free. Advanced sales of wristbands will be at the Ham and Bean Supper and Variety Show. One wristband per car show entrant. All runners purchase a wristband as part of their entrance fee.

Promotion: Jack

Posters will be placed tomorrow around Deerfield.

Jack will send Mary Ellen an updated schedule of events and current sponsor list for the booklet.

Another 300 will be ordered. Vinyl Freaks will be added to the \$500 level sponsors.

Critical Path: Jack

Volunteers will be emailed a parking pass which they print and place on dashboard for access to Parking Area D.

Gate D is the only entrance point.

Maxine Fowler will lock up the arts and craft building at 7 pm Sunday. Participants can pick up their booths and materials beginning Monday, 7 am.

Meeting adjourned at 8:25 pm

Respectfully submitted

Dee Jones and Jack Hutchinson

Next meeting (tentative) Wednesday, July 6, GBW at 6:30 pm