

Sunapee's 250th Committee
Minutes – Wednesday, December 13, 2017 at 7:00pm
Sunapee Safety Services Building

Present: Kathy Springsteen, Sharon Parsons, Dana Ramspott, Steve Marshall, Betty Ramspott, Becky Rylander, David Cahill

Guests:

Excused: Cheryl Meachen, Scott Blewitt, Ron Garceau, Brenda Huff, Wendy Nolin

Motion: Betty moved to approve minutes unanimously VOTED to approve the November Minutes

Agenda item: Pricing for commemorative items.

Discussion Points:

- **License plates** – shipped yesterday although Dave had planned to pick them up.
- The cost was \$15 each- we ordered 200 for a total of \$3000.
- Dana said we originally mentioned \$25 plus shipping
- Dave talked to Town Manager, Dave will take charge of selling at the police department
- Betty will sell at the Town Office and keep track of how much has sold
- Licenses plates cannot be put on cars until 2018 – cars need to be registered in NH or from a one plate state – a note will be sent with the plate with information about the regulations
- Shipping and handling costs – purchase puffy envelopes to send, Dave can weigh and determine the shipping
- **Ornaments:** charge \$20 – Betty will take care of those sales- in her office
- Pam will charge \$14 for each ornament
- **Banners** – \$100 a kit (banner & hardware) must prepay to order so that we have the money up front rather than using money out of our account
- Advertise that people can sponsor a banner – and then keep it after
- Once we know how many people have purchased banners, it can be determined where to hang them
- **Decals-** \$3 each – we ordered 100, will charge \$5 each – can we sell them at the library?
- Timing- sell everything after Jan. 1st. – keep all finances on calendar year

Action Items:

- **Dave** – determine shipping and handling for license plates
- **Steve** – will contact the banner company to find out the cost of customizing sponsor – make final decisions at the January meeting, create the design for pricing
- **Kathy** – talk to the Library about selling the decals – create a record keeping system

Agenda item: Fire works

Discussion Points:

- Must have the money raised by March in order to sign the contract

Agenda item: Website

Discussion Points:

- Steve presented the website that has been designed at this point
- Colors throughout the website match the logo
- Winter scene in the background could be lightened
- Scrolling pictures could be added to – picture could be read aloud
- Upcoming events, contact information, link to facebook page, mission statement
- Donations page will include PayPal for purchasing and donations
- It was suggested we have more photos from history for example the steam roller
- Add photos of fire department from the 200th etc.
- First documentation of history of fire department, police, road agent etc.
- Change background scene for the seasons
- Once finished with the scrolling photos – add them to the gallery
- Volunteers can sign up online to help – emails will go directly to Sunapee250th@town.sunapee.nh.us
- We are awaiting the bill for the cost of the website
- Going Live – as soon as Steve meets with Sharon Thielicke for final revisions within the next couple of weeks

Action Items:

- Steve – review all suggestions with Sharon T. and make changes
- Comm. Members – send Steve any photos within the next week
- Ron – Becky – help with the historical questions

Agenda item: Parade

Discussion Points:

- Betty has secured permission for the parade, all documentation has been filed with the town
- Release agreements and list of rules was shared
- Questions- what are the regulations for motorized vehicles like scooters, four-wheeler, go-cart – what safety procedures should be in place?
- Cannot toss candy but may hand it to parade attendees
- Registrations for the parade will be sent to Dana and Betty's house
- 250th email can take the registrations then sent to Betty

Action Items:

- Betty – ask the questions about other motorized vehicles
- Comm. Members – start getting the word out and the forms for the parade

Agenda item: Events Calendar**Discussion Points:**

- Women of the church would like to put on a breakfast on Saturday morning
- Project Sunapee- children's games after the parade in the harbor
- Lions Club – they will meet soon to discuss ideas – maybe sponsor a dinner
- possibly a spaghetti and meatball night to kick off to the year – have it in lots of different locations – police department – school – churches –
- Community night – finger food – people spend time at different places -

Action Items:

- Think more about a kick-off event and discuss further at the January meeting

Agenda Item: Presenting at other events**Discussion Points:**

- Cannot sell things at the town meetings, can hand out information
- Share website etc.
- Natasha Osborne – writing for the Intertown
- WNTK radio

Action Items

- Kathy will talk to town office to talk to moderator about flyers at the town meetings
- Sharon find out if school basketball games would put out the flyers
- Kathy – draft something for the town report – due by mid January

Next Meeting: January 17th Wednesday, 7pm Safety Service Building