

Community Events Committee
Meeting Minutes
September 16, 2014

Committee Members in Attendance: Les Dion, Christina Goodwin, Lucille Keegan, Marjorie Gorman, Hilda Bruno, Chief Yannuzzi, Nicole Goudreau, Al Defeo, Lillian Furbish, Barbara Greenwood, Kris Bean, Bryan Richardson,

The meeting was called to order at 10:00 am.

Introductions:

Lillian Furbish joined the meeting on behalf of the Lion's Club.

Minutes:

Chief Yannuzzi motioned to approve the minutes of August 20, 2014 as written, Marjorie Gorman 2nd, so voted.

Old Home Day Evaluation

- Health Fair – The set up should be done a little differently. Make it more under the tent so people have to enter the tent and look at all the entries. It was suggested to set up the tent Friday night in advance. Alzheimer's booth had great response. Kendra Gilpatric Laplume also commented that they had a great time. Any attendees and the booths themselves commented that the gift basket was a great idea and we will look to expand it for next year.
- 5K – The profits were approximately \$500 – they did very well and will continue it next year
- Craft Fair – The change in set up was a big hit. Will try to incorporate the Fire and Police a little better next year by moving the set up closer to the ball field, which will help keep the access road open. Cones will need to be placed out earlier on Saturday to keep people from blocking the access road in the Middle School parking lot. It was suggested to buy handicap signs to make handicap sandwich boards or barricades for next year's use and to make sure the tennis court is marked as handicap parking. This year the vendors parked along the fence, but it was recommended to move them to the Middle School parking lot for next year. Great comments about the set up overall, especially with the kids in the middle.
- New Horizons Band – The band's performance had a glitch competing with the demonstrations. It was hard to hear, so the band was asked to take a break. They stayed much longer than they were intended but could come back next year if we rearrange the scheduling.
- Police Dog Demonstration – This event received excellent feedback. Kris Bean commented that we would like to increase the event next year with competitions, etc.
- Wildlife Encounters – The person who was doing this presentation was unhappy with no knowing how to access the Park. Directions for vendors will be sent out next year to avoid this issue. This event was a big hit with the kids and would be one to consider scheduling again. The location changed at the last minute but the location in the field worked much better.

- Irish Dancers – The Irish dancers did not perform.
- Freeze Dance – The freeze dance had very little participation but the little kids that did participate had a great time.
- Group Photo – The picture needs to be boosted more for next year by advertising, getting more people involved, etc. It would be good to keep it at the same time and maybe kick it off by having the New Horizons Band perform the Star Spangled Banner right before.
- Kids and Adult Games – The games were busy all day and will require a lot more people to help out. People were there all day long and found it easier to look at the crafts and vendors because the kids were in a centralized location. The elastics being traded for prizes were a great idea and should continue with next year.
- Beans/Corn Lunch – Huge hit. Lots of comments that people couldn't believe that this part of the lunch was free.
- Spray Event – Overall this was a great idea but it ran late and competed with the demonstrations. No issues with the field being damaged and this event should continue.
- Fire Department Spaghetti Supper – The Chief reported that this was the largest crowd they ever had. It helped to set a positive tone to the weekend. They actually ran out of food and had to go buy more.
- Mason's Breakfast – It was reported that this was also packed.
- Tug-o-War – This was fun, but not as big as it could have been. Will work on better advertising and push to get more teams involved for next year.
- Historical Society – They had all pictures of Bristol. They also received a donation of a large bunch of pictures of Bristol that were purchased on EBay by David Roberts. It is planned to have a display at the Library in the future.
- Downtown decoration – The old RP Williams truck was a great idea and adding the older Old Home Day sign was a nice touch
- Sock Hop – Rain dampened the attendance, but it definitely needs to be advertised better for next year. It was recommended to have a separate flyer for this event instead of listing it on the Old Home Day poster. Location to be considered for next year will be the TTCC or the Old Town Hall. This event could definitely be a great time with lots of people.
- Bike Rodeo – Only two kids came, but Kris Bean feels that it really isn't an Old Home Day event and is better suited for the Lights On event.
- Softball Tournament – BHOP's team won. They were done earlier than expected and didn't interfere with the other events. It was a nice way to end their tournament but it is hard to get groups to participate so it is not clear if they will have this next year or not.
- Horseshoes – This event was busy all day, but the pits were not prepped. Gary Barney brings equipment so this didn't dampen the event.
- Bingo – Approximately 15 people played. It was a good break during the day.
- Child Seat Safety – Kris also reported that this isn't really an Old Home Day event. The location in the back also wasn't good to promote this as the vehicle would need to be looked at and appointments would need to be set up.
- School Open Houses – Barbara reported that the janitor at the Elementary School was very accommodating. People were amazed at the addition to the building. Approximately 7 people

attended. The Middle School tour had approximately 15 people. This will have to reconsider for next year as the School Board has discussed the possibility of billing the Committee for the time next year. If it does move forward then this should be better advertised. It was also recommended that we could create a "Did you know sheet" that could be handed out during the tour.

- Speakers – It was recommended to look into adding more permanent speakers to the Park. Les will look into the pricing.
- Staff/Volunteers – It was recommended that anyone who is helping should have bright colored shirts. Maybe all the staff one type and all the volunteers another. We also need to solicit more help. Patty Reynolds was an excellent help but we need more help throughout the day. Give the help more assignments and break up their days better.
- Signs – It was recommended that signs be placed along the street to direct people to the locations for vendors, for parking, or anything else.
- Advertising – It was recommended to do a whole page advertisement in the new paper and to add more whole pages into the advertising costs for next year. Maybe add more tidbits in the paper etc. and advertise during the Made in Bristol event if it continues next year.
- Steamer – The new steamer was a lot more complicated than was anticipated but once it got going it worked really well.
- Bikers Against Child Abuse – Lots of great input for this group and they had a great attitude.
- TTCC Dinner – This was the biggest dinner the TTCC has seen. Adding the bean leftovers from lunch was a good idea. People loved seeing the Police Department participate in serving. The only issue was that the tables were short because of using in other areas and they were dirty and had to be washed. The food for the dinner had very little leftovers and next year anyone who is helping, Les will add their orders to the count to make sure that we have plenty of food. The only issue during the serving was the nest of flying ants that got disturbed and swarmed for a little while. Next year this location will be checked before Old Home Day to make sure it is taken care of earlier.
- Dunking Booth – There wasn't a profit because the original location was a bad set up and it had to be moved to get closer to the action. The temp dropped during the day which also made it harder for the officers to participate. The obstacle wars company has one for next year if the Police Department chooses to do this again.
- Obstacle Course – This of course continues to be a great event. It was recommended that next year they have a friendly competition between the Fire and Police with the loser having to do something embarrassing at Old Home Day.
- Movie – The movie was well attended. They made approximately \$100.
- Fireworks – The fireworks company did an excellent job. The Committee needs to determine whether to keep the fireworks on the 4th of July and also on Old Home Day or to eliminate one. Going forward the location will be harder and harder as the rules require a setback of 150 to 200 feet. The Fire Chief feels that qualified personnel are necessary. This will become a bigger discussion moving forward and during budget time. A vote was taken to determine what the preference of the Committee is with regards to fireworks: to have fireworks at all – majority yes, to have only one show – 7 voted for the 4th and 5 voted for OHD. The costs to do fireworks will need to be researched as additional funds will need to be put in the budget. It was

recommended to try to do a cost comparison of the fireworks events so the whole picture can be looked at.

- Portable bathrooms – It was recommended to add more for the day.
- Garbage cans – Locations definitely need to be better. Kelley Park will be ordering some new ones which will help eliminate some of this issue.

Halloween Event

- Parade Line up – Hilda Bruno and Kris Bean volunteered for this. The line-up is 4:45 and the parade begins at 5:00.
- Advertising – Christina will update the poster
- Invitation to businesses – Christina will work on an invitation for the Committee to hand out to businesses.
- Lions Club – will they be doing hot chocolate or participating in the Halloween night?
- Masons – Christina will contact John Bianchi to verify if they are doing the haunted house
- Library – They will do candy as normal
- Trick or Treating – scheduled from 5 to 8 – this will be added to the poster
- Fire Department – will be doing glow sticks in the Square
- TTCC – will be doing the haunted hallway
- Pumpkin display - Christina will make arrangements for a set of bleachers to be delivered to the Square to display any pumpkins. Can display them any time on Friday and the pumpkins must have battery tea lights or glow sticks in order to light them up and pumpkins must be picked up by 8:00 pm that night or they will be disposed of.

Downtown Decoration – 50/50 Raffle

The Historical Society is sponsoring a 50/50 raffle to support the purchase of decorations for the downtown. The flyer will be posted on the website, on Facebook, at the Town Office, as well as many other locations.

Contract for advertising services and concert scheduling

Les Dion motioned to contract for 2015 with Claire Moorhead of Creative Solutions, Chief Yannuzzi 2nd, so voted.

The Business Committee meetings will be held the 3rd Wednesday of every other month at 8:00am. Regular Committee meetings will be held the 2nd Wednesday of every month at 10:00am.

The next meeting is a Regular Committee meeting on October 8, 2014 at 10:00am.

Having no other business to conduct the Community Events Committee was adjourned at 11:45am.