

Community Events Committee  
Meeting Minutes  
November 12, 2014

Committee Members in Attendance: Les Dion, Christina Goodwin, Hilda Bruno, Nicole Goudreau, Barbara Greenwood, Sandy Allgood, Chief Yannuzzi, Scott Stephens

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

**Introductions:**

Scott Stephens as representative of the Chamber of Commerce joined the meeting.

**Minutes:**

Minutes of October 8<sup>th</sup> and October 15<sup>th</sup> were reviewed by the Committee.

**Chief Yannuzzi motioned to approve the minutes of October 8, 2014 as written, Hilda Bruno 2<sup>nd</sup>, so voted.**

**Chief Yannuzzi motioned to approve the minutes of October 15, 2014 as written, Hilda Bruno 2<sup>nd</sup>, Christina Goodwin abstaining, so voted.**

**Upcoming Activities**

*Halloween Evaluation*

Overall the event was a huge success. The Police Department blocked off North Main Street but allowed local traffic. The traffic throughout Town was crazy but the Police Department did a great job. It was recommended that the Committee consider buying pumpkins next year or do prizes for the pumpkin display to solicit more participation. The Fire Department ordered 700 glow sticks but ran out and had to pack up early by approximately 7:00 pm. The Library prepared approximately 750 goodie bags but also ran out before 7:30 pm. The Lions Club gave our free hot cocoa and sold hot dogs. The parade went smoothly with a great job on the line up and the procession downtown. A number of area businesses opened their doors including Twin Designs, Heart Centered Daycare, Pats Pizzeria, the Popcorn place, the Purple Pit, Mill Fudge, the Rumor Mill, TD Bank, the TTCC, the Masons, and Gina's Place. There may have been additional openings not mentioned, but the Committee agreed that this was an excellent showing of community participation.

*Christmas Tree Lighting Update*

- Tree – The tree will be delivered Monday November 17<sup>th</sup> – it is approximately 11 feet tall, which the Committee previously approved.
- Decorating – The Fire Department will be needed to help decorate the Square.

- Santa – Mike Lemieux will be at the Fire Department by 5:30 pm and arrangements should be made for his delivery back to the Fire Department when the visit with Santa is completed.
- Grinch – Christina will follow up with the Defeo family to verify that someone will be there as the Grinch and email the Committee.
- Master of Ceremony for the evening – John Bianchi is on board but the Committee will look into an alternate just in case.
- Sound – Ray Courchaine will bring the Town’s speakers and PA system for the night.
- Vendors – the Lion’s Club is not scheduled to attend so the sub-committee has a bunch of little vendors set up for the night. It is planned to have popcorn, hot cider, hot chocolate and maybe marshmallows. Les will get the popcorn supplies, hot chocolate and Styrofoam cups. The TTCC also has containers to put the hot chocolate in.
- Roasting Chestnuts – Al Defeo and his family will be roasting them over the grill.
- Fire Pit – the Fire Department will assist in the set up and location of the fire pit (once the tree has been installed) and help maintain if possible the night of the lighting. It is recommended that someone be at the fire pit to watch it during the event.
- Luminaries – Hilda has 30 cans that will be set up around the Square with candles or some type of lighting.
- Posters – Nicole has created a holiday event poster, which she will get to Christina for the website and TV and to the Committee for posting throughout Town.
- TTCC One Stop shop – they have 4 or 5 crafters for the shop and are ready to go for Santa’s visit that night. Les will buy candy canes to give out to the kids that visit with Santa.
- Caroling – As of this meeting they have 8 carolers involved in dressing up with old-time outfits.

*Other*

The Economic Development Committee is working on a business listing. TD Bank has also given members of the Decorating and sub-committee a listing for their mailing. The Community Events Committee will work on gathering into one large listing for their future events.

The Committee would like to work on creating a Facebook page for official community events for the Town. Christina will work on this and get back to the Committee.

The Library is holding a children’s holiday craft event, and is also hosting the Pontine Theater presentation of “A Winter’s Tale”. Sandy will get the information to Nicole for the holiday poster.

Movies – The Committee approved reimbursing the Baseball group for the 2 movies from 2014. The Library has a movie license that they will check to see if it might help the Town events for 2015 so that the TTCC won’t have to purchase. TTCC currently uses Swank Productions which will not allow for the event to be anywhere but where scheduled, for instance, if scheduled at Kelley Park and it rains then it cannot be moved inside.

5K Jingle Mingle proceeds are being voted on by BRAC at their next meeting, but the recommendation is that the proceeds be donated to the Kenneth Sanborn family.

Christina will look into an event for January or February similar to the old "Where's Rudolph" but using the moving Frozen or a snowman theme. She will bring something to the next meeting to discuss.

Other seasonal ideas discussed included: purchase of supplies to have the schools do an art project of photo stand-ins to add at different holiday events. The stand-ins would be free to use by the public for picture opportunities; art displays on the common area in the spring; art displays using the after school program to display children's art work in the spring also.

Warrant Article – The Town Administrator, Michael Capone, is working on the wording for the creation of a Capital Reserve Fund to raise and appropriate money toward the Bicentennial Celebration.

### **Select Board Meeting Report**

- Parade – the Select Board would like the Committee to take over the 4<sup>th</sup> of July parade - \$500 has been added to the Committee's 2015 budget in preparation for this.
- Fireworks – The Select Board is looking into costs for a barge to move the event back to the Lake. Discussions included fundraising for funds or adding as a Warrant Article. Research is being completed with regard to the decision on the fireworks, which includes insurance costs and new regulations.

### **Decorating Committee Report**

The Select Board approved the creation of a Decorating Committee to get interest in decorating throughout the Town of Bristol for the holiday season. They will be responsible for decorating the Square area as well.

The Committee is sending a letter to area businesses asking them to decorate with white lights and also asking for permission to decorate empty buildings, in addition to the town properties. They would like to decorate the entire Town up to the Lake.

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

**The next meeting for the Regular Committee is December 10, 2014 at 10:00 am at the TTCC.**

**The next meeting for the Business Committee is December 17, 2014 at 8:00am at the TTCC.**

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