

Community Events Committee
Meeting Minutes
October 12, 2016

Committee Members in Attendance: Lucille Keegan, Christina Goodwin, Kris Bean, Les Dion

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

Secretary's Report

The minutes of August 17 and September 14 were reviewed. **Les Dion motioned to approve the minutes as written, Lucille Keegan 2nd, so voted.**

Treasurer's Report

The Committee reviewed the budget as submitted by the Treasurer. A note was made to verify the billing for All Seasons Septic for the Old Home Day portable bathroom. Overall the budget is in good shape. The Committee discussed options with the proposed 2017 budget and agreed to submit the additional money needed to fund the concert into the budget.

Concerts

It was reported that the Uncle Steve Band is still interested in doing the Concert Series for the Town next year. The Committee agreed to add them back into the listing by taking out the extra bluegrass band and trying to schedule them for the beginning of August.

Halloween

- Five (5) sample posters were submitted for consideration, which were narrowed down to two – the new orange background poster and then an older haunted house version used in 2014. Christina will make adjustments to both and resubmit for voting by the Committee. Once confirmed then Les will print color posters for everyone to distribute.
- Christina will compile a list of items needed from the Highway Department for Halloween Night, including barricades, garbage cans, etc.
- Parade line-up was agreed to start at NMMS as usual and set up a tent to give directions for the route, no trick or treating on the route and hand out Zombie entries.
- Les will do a press release for the event and add that anyone interested in giving out candy downtown could come down or donate candy to give out
- Kris Bean will check the lighting near Dorcas Gordon's. Last year there were some issues with it being very dark and crowded. If necessary, he will set up cones to assist with the foot traffic in this area.
- Christina will update the business invitations and get those out next week.
- An easy up with the entry bin will be set up downtown in the Square.
- The Committee will post a message on Facebook looking for Zombies and people to help with Zombie makeup
- Les will make 500 Zombie cards and order the glow hatchets
- Christina will get the permanent markers for the Zombies (5 different colors with extras of each color)

- Les will work on costumes and makeup for the Zombies to use that night
- Each Zombie will have a specific designated area to stay within
- Exit signs will be added to the barricades to go with the Entrance signs
- Zombie Zone winners will be as follows:
 - 1st place - \$50 cash
 - 2nd place - \$25 cash
 - 3rd place - \$10 cash
- The Fire Department submitted a map for set up for the night. The Committee updated the location of the Lions Club wagon and limited parking in the Square near the green to only the ambulance, but agreed to the rest of the set up.
- Christina will confirm with Highway that the existing garbage barrels will be left until after Halloween.
- Christina will check with Ray for speakers for down in the Square for Halloween and if he has time to create a Halloween playlist

Scarecrow Judging & Prizes

- The judges will pick a day the week before Halloween
- There are 5 categories and it was agreed to give \$25 to each winner
- Christina will take pictures of the scarecrow entries after Lucille compiles a list of the entries
- Kris will bring an entry to Village House of Pizza to clarify that they are still encouraged to participate
- Lucille brought entry forms to all who participated last year

Tree Lighting

- MC will still be Al Blakely and the Committee will provide a better script for him
- Still working on the tree for downtown – it was suggested to look at the tree between the Town Offices and the Smith lot. Other locations to check into were Jeannie Peterson’s property, the Baker Valley Christmas Tree Farm, or Kevin French. Christina will reach out to Kevin French and re-share the tree wanted ad.
- Caroling is set with Libby leading the group.
- Steve Favorites has new lights for the tree
- Festival of Trees was added to the event and is sponsored by Friends of Newfound Drama. It will be located in the Old Town Hall on Friday and Saturday.
- Christina will reach out to Nicole to see if she still has the flyer we used last year so we can just edit it for this year
- Lion’s Club is yes for hotdogs and hot cocoa and the same location as last year and Halloween – if snow, Mark Bucklin will plow the location
- Mike Lemieux is set for his visit. We will work with him on more interaction with the crowd and a little update on how the switch works
- Would like to have the snowman, reindeer and Grinch out among the crowd again and then meet with Santa and lead him up to the TTCC
- Christina will reach out to last year’s Grinch
- Christina will ask Ray about the microphone and speakers for the night

- Christina will ask the Fire Department for a fire permit and the TTCC will lend their fire pit for use
- Would like to have cider, popcorn and chestnuts

Decorating Contest

- The Committee reviewed the rules and entry form for last year and decided to make it a decorating contest and not just door or window entry.
- The forms will be updated. Les will update the rules and Christina will update the entry form.
- Applications will need to be in by 12/9 and judging will take place 12/12 to 12/16.
- The trophy will be picked up from Village House and delivered to Hebron to have the winner added to the placard when picked.
- The Committee agreed that the winning residential entry would be awarded \$100.

Fall/Winter Brochure Disbursement

The Committee reviewed the disbursement list and picked locations. Brochures will be picked up next week with Halloween posters for distribution.

Meetings

Regular Committee meetings are normally held the 2nd Wednesday of every month at 10:00am at the TTCC and additional meetings are scheduled as needed.

The next meeting is scheduled for November 9, 2016 at 10:00 am at the TTCC.

Having no other business to conduct the Community Events Committee was adjourned at 11:30 am.