

Minutes
Sunapee's 250th Committee
Wednesday, August 16, 2017 at 7:00 PM
Sunapee Safety Services Building

Present: David Cahill, Scott Blewitt, Ron Garceau, Brenda Huff, Wendy Nolin, Betty Ramspott, Dana Ramspott, Steve Marshall, Kathy Springsteen, Cheryl Meachen

Excused: Becky Rylander, Sharon Parsons

Copy: Barbara Vaughn

Chair Kathy Springsteen called the meeting to order at 7:00pm.

On motion made by Brenda Huff and duly seconded by David Cahill, it was unanimously VOTED to accept the minutes from July. It was noted that all minutes must be made available within five (5) business days.

Scott Blewitt reported on the plan for **fireworks** for the event. He presented a contract (attachment 1) from Atlas Fireworks prior to the meeting via email. The proposal to hold fireworks has been approved by Fire and Police Departments. Dana indicated that there is a state requirement that firefighters will need to "guard" the fireworks all day long which will impact our budget. The Recreation Department has barge in addition to the one donated by Artie Osborne that can be used if coordinated with the highway department to deliver.

It was AGREED BY CONSENSUS to change the time to 8:00 pm since it gets dark earlier by mid-August. Dave indicated that he believes that since this will be smaller event, he can use overtime within his departmental budget to provide the necessary police coverage. Scott mentioned the need for porta-potties from Carroll Concrete to be placed behind Pete's Shed and for portable lights to pick up trash afterward. Scott believes direct donations will cover half of cost based on previous experience in soliciting donations using emails, sandwich boards and mailing. The current contract shows price firm date of 9/15 and money due on 2/1.

It was AGREED BY CONSENSUS was that we do not need a full-blown fourth of July style show where the police would normally shut down streets, change traffic patterns and open parking opportunities for a large event. Betty pointed out that the fireworks are not the main event this time and that we expect a much smaller crowd. Scott indicated that he will call Atlas and indicate our changes to the terms of the contract and report back.

It was AGREED BY CONSENSUS that our changes are to have the show last 10 minutes; have smaller fireworks for a price of around \$8000; have a greater variety including starbursts, perhaps with an itemization or ability to see what is offered on their website; and have the show on Friday at 8:00 pm with a Saturday rain date.

Scott also wonders about providing a **waterski show** as seen on a recent episode of Chronicle, with a group out of Maine, for this event. Dana spoke with June of LSPA and they've chosen to change their date to Saturday from 10-2 for the boat parade and activities which are typically on Love Your Lake Day on the 1st or 2nd weekend in August. Scott will change the fishing derby which is normally held the 2nd Saturday in August, with a weigh-in at 11am, to accommodate that change. He needs to obtain that permit by January. Scott will let Ron know once the date is firm so that he may add it to the schedule. Dana plans that the street parade will happen after boat parade is over around 2:00.

Steve wonders where we could do waterski show for good viewing. The only time when other traffic would interfere is at 7:30 am when the fireworks are loaded onto the barge. Brenda asked whether we could get a dispensation to relieve the no wake zone but Steve says it's a matter of damage to the boats and doing it there might not be the best choice. Scott also proposed other Recreation Department activities such as disc golf that we can explore.

Ron Garceau presented the updated **calendar** (attachment A) and we affirmed that we previously AGREED BY CONSENSUS last month that there will be no gala. Also, it was AGREED BY CONSENSUS that the fireworks will be planned for Friday with a Saturday rain date. We took note that the boat owners have chosen Saturday for their boat parade. Dana indicated that the street parade on Saturday will begin with a lineup at 1:30 and 2:00 start.

Dana and Betty Ramspott presented the **parade** report affirming that there will be a 1:30 lineup and 2:00 start. The parade route will begin at the old George's Mills road behind the Catholic church and up Central Street into the harbor, then down River Road, down Main Street and down Lower Main Street, ending at the high school. Dave advises that after 7 or 8 minutes we should plan a block in between parade entries so that Route 11 is not shut down for too long. He indicates that a permit would be necessary to block the state road for longer than 10 minutes. Dave feels it is possible to break the parade to allow traffic to pass and proceed without a permit. This is a good route as it gives more viewing options so that not everyone has to jam into harbor to view the parade. It is the same route taken for high school championship parades. Dana suggests that we publish the route encouraging floats so that groups can decide if it's too much to walk. Betty indicated the necessity of groups signing waivers. Brenda talked about her 50th high school reunion class wondering about participating in convertibles reminiscent of the float they did as seniors in 1968 with tissue flowers representing the four seasons, although they are unlikely to reprise that effort since so many are no longer local. NHPA and others may charge fee to cover expenses to participate so Dave suggests we energize the school bands to participate and add Sunapee Cove to list. Dave visited their Executive Director, Tony Venti yesterday and they are excited about being involved, perhaps having an event there. Betty discussed including our oldest resident, Mr. Rupert Malloy who in possession of the Boston Post cane. Dana shared a draft list of participants (attachment B) we can invite.

It was AGREED BY CONSENSUS to remove "NH Fife & Drum" and to keep more groups from Sunapee. Brenda suggested that even elementary school students could participate with homemade instruments. Betty asked what the protocol for that invitation would be and Dave indicated that it would be to send the invitation/ request to the superintendent.

David Cahill provided a **license plate** update and asked the committee's preference on what color the background should be. Our logo and current pricing is for five colors. If we used one of those colors there would be no extra cost. Dave and Steve will provide the artwork to the artist in black line art.

It was AGREED BY CONSENSUS that the interior white should remain in the logo and that the logo be featured to the left with the wording, "Sunapee, New Hampshire, 250th anniversary" and the years to the right. Dave will ask for mockups in dark green with white writing; dark green writing on light green background and dark green/black lettering on Sheriff's gold, like the background of the Ayer & Goss ad. The cost will be \$12 a plate for five colors (more colors will be \$2 extra). The vendor advises that towns typically order 250-350 up front and then order more as needed to avoid a delay caused by other orders in front of us. It is expected that our order will be slated for October or November. Dave is waiting for a letter from the Director of Safety to provide to the vendor. We plan to sell them as a fundraiser for \$20 a piece while the cost to us will be about \$15. Dave advises that only Sunapee residents can use these in place of a front license plate because we're a two license plate state. Others can zip tie them to their existing plate and display them in addition to their state plate. Cheryl asked about distribution and payment and discussion ensued that we could make them

available at the police and fire departments, the town hall, the library, obtaining permission from the select board as needed, and maybe also through the recreation committee, at the transfer station, at stores in the harbor and Tattered Pages. We will plan to get them out as quickly as they are received, perhaps in time for Christmas. We should assess our remaining stock at a given date and decide whether to order more. Dave plans to put them on the police cars with permission. Brenda wonders about school buses. Steve says he would put them on Fire Department vehicles too (without taking off first plate). Betty would be happy to sell at town office if she is allowed. Checks will probably be made payable to Town of Sunapee and then accounted for. Barb at Town Hall or Theresa at PD will also have them for sale.

On motion made by Ron and duly seconded by Steve, it was unanimously VOTED to increase license plate budget to not more than \$3800 (\$15 per plate for 250 plates).

Becky Rylander was unable to attend to report on the **quilt** project but has reported outside the meeting that there is nothing new and she will get together with David to put something on sign and with Steve to put something on the website.

Ron Garceau reported about the **banners** that he has found pole hardware significantly less expensive on Amazon.com and that he has spoken with Crown Trophy in Hooksett. Steve also had a conversation with Jim at Painting Place in Newport and priced \$96 for banners and another \$90 for hardware. Dana indicated that he thinks we should place them down Lower Main Street and also into George's Mills. Discussion was had regarding whether sponsors' names can be added underneath. Steve indicated that hanging things on or near a state highway with a sponsor name is not allowed. Betty suggested that if we're having a program for the weekend that sponsors' names could go in there. We hope to be able to move forward at a price of \$100 per banner. Brenda wonders whether it can be like the license plate design with color and logo and David indicated that he will give the design to them to adjust. Steve indicated that placing banners below a certain number permitting is simple but that a larger number may take longer and go through the regional office to obtain the necessary permit. There was discussion about returning them to each sponsor after the event. Ron remembers that there are about 35 from the lake to the harbor and that we are looking at less than 50 total if we hang them on every third pole or stagger them across each street.

It was AGREED BY CONSENSUS to table this item pending further information. Ron will get a count of poles.

There was no report on the **website** since Sharon is working tonight during the concert in the harbor.

Steve Marshall presented options for commemorative **coasters**. He spoke with Ellie Mitchell who can use pictures and make them into packaged sets of 4. The wholesale price is \$19 and retail is \$38. She also does tote bags, tea towels and more if we are interested. With enough notice she can produce as many as we need. Production will begin after Christmas. She did it for Concord for their 250th with a picture of the State House, and a stagecoach from which she made line drawings to use in the final product. Steve is impressed with her responsiveness.

Kathy indicated potential for too many items and listed that we currently have the license plate, possibly the banners; that 150th had coins, we're talking about a Christmas **ornament**, and coasters. The museum is doing an ornament incorporating the 250th theme. Newport is doing ornaments with painted scenes that Betty says are beautiful. Wendy has been in touch with Stockers to see if they will do something like ornaments and she will check with them before our next meeting. Steve referred to a memo from Lynne (attachment C) about implementing the online store and the way in which funds would be allocated. It is believed that this has not yet been set up. **T-shirts** were once on list of things to consider, as well. Brenda believes we should wait until the license plate is set for a design to work from.

Brenda reported on **music** (Riverway) and said that there will definitely be music Saturday afternoon and that she will try to solicit bands and try additional times. She has sought out Barbara Sullivan and Donna Gazelle for Project Sunapee. She mentioned that Megan Reed is now the president and can't make our meeting but is having a board meeting next week and she will be sure to get a representative here for our next meeting on September 20th. They really do want to be involved. Billy Wightman might come and play music.

The chair called for an update on efforts to contact **groups** in Sunapee for input, suggestions and ideas for participation. Dana went to the LSPA. Wendy is planning to talk with the PTO. Kathy is looking forward to reports for future meetings.

A discussion was had about whether to create a **time capsule**, creating one as a last event on Sunday. We would put it at the new library on the other side of the door from the old one with a granite marker, perhaps etched rather than an expensive brass plate. Kathy will contact Marion Hafner to see what she knows about time capsules and what she would recommend for a container.

The chair reminded us that we are one year out from the event and need to spend time on a **calendar** of "what needs to be done when." Dave thinks we need to have a meeting that is just for working on calendar and suggests sending an email to everyone or bring existing calendar from which to add/subtract. Project Sunapee and Tony Venti from Sunapee Cove might be able to come to the next meeting. Kathy thinks we need one more work session and then do a calendaring session.

Publicity was discussed. Betty indicated that in January, the Town Report goes out to everyone and we can include what we're doing/planning with a mini calendar. Steve has list of press contacts and radio opportunities.

Dave and Dana discussed badges with the logo for the PD and FD which have no designation of rank, just gold or silver and the placement of banners at all town buildings.

It was AGREED BY CONSENSUS to hold the next meeting on Monday, September 18, 2017 at 7:00 pm at the Sunapee Safety Services Building. Kathy will inform Barbara. Dave wrote it in the room calendar.

On motion made by Steve Marshall and duly seconded by Ron Garceau, it was unanimously VOTED to adjourn at 8:50 pm.

Respectfully submitted,
Cheryl L. Meachen, Secretary

Mission statement for the Town of Sunapee 250th Committee

It is the mission of the Sunapee 250th committee to advocate for funding, programming of events and coordination of citizens to attend the events. The committee will further advise and assist the town with facilitating and communication of events throughout the year so to bring the community together in celebration of our 250th.

Official email address: Sunapee250th@town.sunapee.nh.us

Attachments:

- 1) Atlas Fireworks Proposed Contract
- 2) Calendar
- 3) Parade Invitations
- 4) Finance Memo