

**Town of Boscawen  
Old Home Day  
Boscawen Municipal Complex  
Meeting Minutes  
Monday, August 21, 2023, at 6:00 PM**

**Present:** Polly Dawson - Chair, Gary Tillman, Beverly Lacoy, Kim Kenney & Matthew Burdick—Ex-Officio

Chair Polly Dawson opened the public meeting at 6:00pm.

Roll call completed by Chair Dawson.

**Minutes:** The Old Home Day Committee reviewed the 07.17.23 draft minutes. Ms. Kim Kenney inquired about whether they made a decision on the prizes for the chicken cutouts. At the last meeting it was discussed that it depended on how much money was raised. Mr. Gary Tillman asked if they received a financial report for the money collected from the chicken cutouts. Chair Polly Dawson noted the money was never received for chicken cutouts. She mentioned that Ms. Adele Sanborn did the prizes and sent them to Chair Dawson to present at OHD. Mr. Tillman said it was previously stated that the money raised from the chicken cutouts, minus the expenses, would be donated to OHD. Chair Dawson noted she did not recall what was previously mentioned.

**Mr. Tillman motioned to approve the 07.17.23 Old Home Day draft minutes as presented. Seconded by Ms. Kenney. All in favor. None opposed.**

**Financial Report:** The committee reviewed the Financial report and found that the pizza expense from the Town-Wide yard sale was still not reflected in the report as discussed last meeting. There was a \$100 food expense. The total pizza expense was \$45.57, and soda was no more than \$40. The committee questioned the total food expense. Mr. Tillman said he would email Finance Director Kate Merrill. He noted he would like the financial reports to show as of the current month, not January to December 31<sup>st</sup>. For example, it should state January 1, 2023, to August 18, 2023. Ms. Kenney mentioned all the golf teams (19 total) paid but it was not reflected in the financial report. Teams paid \$380 and all were paid by August 12<sup>th</sup>, with the exception of 1 team paying on August 15<sup>th</sup>. The total funds should be \$7,220. Chair Dawson questioned why there was a line for \$380 for the golf raffle. Discussion ensued. There has not been any money donations for the golf raffle yet. Ms. Kenney said the only money for raffles currently is for the weekly raffles that Ms. Beverly Lacoy started. Chair Dawson questioned the \$36 expense for the Town-Wide yard sale. Ms. Kenney said the expense for 44.95 was for the weekly raffle tickets. She noted the tournament event expense for \$820 was a check to Den Brae Golf Course for the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> place prizes. Instead of doing pro shop gift cards, they will give teams cash. Ms. Kenney also clarified the food expense for \$100. Confections by Kate will be part of OHD, handing out prize cards for free cookies to promote her local business. The committee will question FD Merrill about the yard sale pizza expense, OHD donations, golf tournament team fees that were paid (total \$7,220), and the golf tournament raffle expense of \$380.

**Chair Dawson motioned to approve the Financial Report as presented through 08.21.23. Furthermore, to clarify questions with Finance Director Merrill. Seconded by Mr. Tillman. All in favor. None opposed.**

**Regular Business:** Mr. Tillman presented feedback from the Agricultural Commission Draft Horse event on Sunday, August 20<sup>th</sup>. The OHD Committee made \$91 from the pizza bake sale. Ms. Lacoy noted they made \$145 from the weekly raffle. Ms. Kenney asked if she could buy 20 to 30 tickets from Ms. Lacoy and sell them on her own to people that she knows so they hit a crowd of individuals who wouldn't attend the weekly OHD events. The raffle was state certified and approved so she was unsure of the laws. Discussion ensued. The committee was in favor of Ms. Kenney's idea. She will coordinate with Ms. Lacoy to buy tickets and she will keep track of the tickets she sells. Ms. Lacoy noted she received a quilt donation and suggested including it in the weekly raffle prizes. Ms. Kenney said she received a chest worth \$415 from Grevior furniture and she wanted to include it in the raffle and take out the air fryer. She spoke with Mr. Alan Hardy who noted the OHD committee would need to pay to reprint the tickets. Ms. Kenney was unsure they would be able to add the quilt as another raffle prize. She reached out and confirmed that she could use the chest in a different raffle at a different time. She suggested if they had a few more prizes, they could do another raffle with the quilt and chest. The Boscawen Elementary School does a breakfast with Santa and festival with trees. Ms. Kenney suggested setting up a raffle there during the Christmas time to raise money for next year's OHD. She will need to get approval from the school PTA committee.

**Weekly Raffle:** On Wednesday, August 23<sup>rd</sup>, Ms. Lacoy and Chair Dawson will be selling raffles at the Twiggs Art Gallery during the Avaloch event. Ms. Lacoy will sell raffle tickets at the Elektrisola night on Friday, August 25<sup>th</sup>. The race starts at 5pm and registration will begin at 4pm. The drawing for the weekly raffle will be on Saturday at OHD, at the Jamie Welch Park at 4:15pm. Ms. Lacoy will bring her card table to sell raffles during the day. Chair Dawson will bring 2 pop up tents.

**Old Home Day:** Ms. Kenney gave an update on OHD. She called Mr. Rick Muthersbaugh from Vertical Entertainment and he said he was going to set up on Friday night. Ms. Kenney asked Police Chief Jason Killary if the officers on duty could watch the equipment but their shifts end at 2am. She needs to contact Mr. Muthersbaugh to let him know. Ms. Kenney told him the entertainment won't start until 12:30pm on Saturday. She noted if it is cloudy or rainy out, they will swap the dunk tank for another bouncy house. Ms. Kenney asked committee members to bring extension cords. She has 3 cords but was worried they may need more. Ms. Kenney asked if Ms. Liz Kantz was all set. Ex-Officio Matt Burdick said Town Administrator Katie Phelps has not received her paperwork yet. When he spoke to Ms. Kantz this weekend, she said she would be sending it back today or tomorrow. The Golf Tournament will be on Thursday, August 24<sup>th</sup>, starting at 9am with registration beginning at 8am. There will be two raffles with different colored tickets. One raffle will be for the golf bag set and the tickets will cost \$10 each. The table raffle will be \$1 per ticket. Ms. Lacoy will not be running the weekly raffle at the golf tournament. Ms. Kenney will ask her sister to help run the golf bag raffle.

**Golf Teams Income:** Ex-Officio Burdick reached out to FD Merrill during the meeting about the golf teams income on the financial report. Ms. Kenney said the total income should have been

\$7,220. Ex-Officio Burdick noted FD Merrill said the \$380 for the golf raffle and the \$760 from the golf tournament income should be added to the teams total of \$6,100. The total income from the teams was \$7,240. Discussion ensued. Ex-Officio Burdick noted FD Merrill will review the financial report when she is back in office on Wednesday.

OHD Parade: Chair Dawson gave an update on the OHD parade. Individuals are still calling with interest to join the parade. Chair Dawson is creating the parade roster and will send it out on Thursday. The parade will be on Saturday, August 26<sup>th</sup> at 11am. Individuals in the parade must arrive at 10am with their floats. Chair Dawson said the Merrimack Valley Jail Color Guard will be at the front of the parade. The American Legion reached out to her about participating. She said they will be halfway through the parade, in front of the Merrimack Valley High School Band. The Baker Valley Band will also be participating. The idea was to have the color guard stop at the front of the Municipal Building, face the flag and present honors. The Baker Valley Band will play the National Anthem. Chair Dawson noted they are trying to get a singer from the high school to perform the anthem. There are people signed up to walk with their chickens. Chair Dawson asked Ms. Kenney if they could advertise bringing the chickens to the park. She wanted to ask Ms. Adele Sanborn to advertise bringing the chickens to OHD. Ms. Kenney suggested the flock could go in between the little league field and tennis courts.

Ms. Kenney asked if she needed permission to buy a full roll of raffle tickets. She mentioned she had half a roll of yellow tickets for the golf bag raffle, but she was concerned the other roll of green tickets from last year would be too small. Ms. Kenney asked if they wanted the tickets with numbers on both side. Ms. Lacoy said single tickets would work fine. Ms. Kenney will buy the full roll of green tickets for the table raffle.

OHD Preparation: Chair Dawson reviewed the agenda for OHD. The equipment entertainment will start at 12:30PM. Chair Dawson will arrive at 1:00PM to present the prizes for the chicken cutout contest and parade winners. She would like Mr. Lyman Cousens to present the chicken cutout prizes and for Ms. Sanborn to be present since she helped with the event. Ms. Lacoy will sell raffle tickets from 12:30PM to 4:15PM. She will present the raffle prizes at 4:15PM. Ms. Kenney asked where Fish and Game should be located. Ex-Officio Burdick said they would be bringing a truck. He sent a reminder to the person in charge for Fish and Game but has not heard back. He noted it has not been listed on the town schedule for OHD yet. Ms. Kenney said the Fish and Game truck will be located near Touch-A-Truck.

Chair Dawson noted on Sunday, August 27<sup>th</sup>, Twiggs Art Gallery will be holding a poem and pie event after church.

The committee discussed the food truck progress for OHD. Ex-Officio Burdick noted that they only have one food truck, Teenie Weenie secured. He noted that they technically don't have a truck at the moment. It is still being built and is 3 to 4 weeks out from being finished due to the fire suppression system. They will still be at OHD, but they may have to use a pop-up tent. The other food truck, What's Forking, was secured back in May but Ex-Officio Burdick found out the food truck was being sold. He has had no contact with the vendor since June. Both him and TA Phelps have reached out numerous times via text, email and phone call and have received no response. They do not have a dessert truck secured. Ex-Officio Burdick reached out to 3 different

trucks and is waiting to hear back on their availability. He reached out to Josh and the Gravy Train food truck but they are both booked. Ms. Kenney said she will tell Confections by Kate to bring more dessert. She has already paid and provided evidence of liability. Ex-Officio Burdick noted when TA Phelps reached out to dessert trucks, the people stated there should not be a fee for the trucks due to the size of the town. Ex-Officio Burdick recommended eliminating the \$100 truck fee this year and only confirming liability insurance. All concurred. Ex-Officio Burdick will follow up with the food trucks on their availability.

**Mr. Tillman motioned to approve waiving the \$100 food truck fee for this year's Old Home Day. Seconded by Chair Dawson. All in favor. None opposed.**

Ex-Officio Burdick asked the committee their opinion on being a non-profit committee versus being part of the town organization. He noted the OHD committee used to be a non-profit and it would eliminate a lot of the requirements such as liability insurance for vendors. Chair Dawson was unsure but believed the reason was due to liability purposes. She mentioned the town wouldn't let them use the park without their own liability. Ms. Kenney said she was unaware of the pros and cons. Chair Dawson asked if the committee would be able to take everything they owned if they left the town. She said when they became part of the town, everything they owned became part of the town. Ms. Kenney suggested having a town staff member attend their meeting in November to discuss the pros and cons further. All concurred.

**New Business:** Chair Dawson mentioned she found a location to host BINGO. Someone bought the B&B electric building. They said they have tables and chairs but not a kitchen. Chair Dawson said they have previously discussed a work around to not having a kitchen. When they did BINGO in Boscawen, they charged for the food, not to play. Ms. Kenney said with their other fundraising efforts, they are maintaining the balance well. They used to make around \$800 for each BINGO night. She suggested buying food from Alan's Restaurant, etc. if they don't have a kitchen. It would lessen their overall income, but they could afford to do it. Ex-Officio Burdick asked the committee what the goal of keeping the balance up was. Ms. Kenney said the goal was to maintain the balance. The last few years they broke even so it is essentially for safety to ensure they can keep hosting OHD. Mr. Tillman noted they need to raise more money right now to get back the fireworks and other events that were taken away.

**Next meeting:**

Monday, September 18<sup>th</sup>, 2023 @ 6:00PM.

**Chair Dawson motioned to adjourn at 7:06pm. Seconded by Ms. Kenney. All in favor. None opposed.**

*Respectfully submitted by Hannah Gardner*