

**Town of Boscawen**  
Old Home Day  
Meeting Minutes - FINAL  
Municipal Office Complex  
July 15, 2019 6:00 pm

Members Present: Polly Dawson – President, Lyman Cousens, Lori Bernard, Bev Lacey, Laura Lane, Rhoda Bergeron, Kim Kenney and Lorrie Carey – Ex-Officio

Members Absent: Matt Lampron

Others Present: Peter Dodge – American Legion, Alan Hardy – Town Administrator

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Polly Dawson called the meeting to order at 6:23pm with a quorum.

Polly Dawson acknowledged Peter Dodge of the American Legion. Mr. Dodge said they are all set to go but it's been hard to find volunteers. Wes Frost and Bob Sawyer will be the honorary members riding in the Model T's. Mr. Dodge said the signs he is having designed for the float are coming out really good. There will also be two pictures on each side of the float of the Model T pickup trucks and Nelson LeClair – First Commander. The next meeting of the American Legion will be Saturday, July 27, 2019 at 9:00am. This will be their last meeting prior to the event. They will be starting on the float during the first week of August. Mr. Dodge questioned if he could set up a table with information on the American Legion down at Jamie Welch Park. If so, what time can it be set up. Polly Dawson recommended setting up around 9:00am to secure the space they want. There will be a float with American Legion pictures and World War I pictures. There will be seating available on the float for those who want to be on it. Also, there will be students walking alongside the float as well. Polly asked if he would want space at the park for the trailer so residents could view the photos. Mr. Dodge doesn't think so, but he will discuss it at their next meeting. Lyman Cousens said they are grateful for the participation of the American Legion.

Polly said they are doing "Operation Yellow Ribbon". Lorrie Carey asked Lyman Cousens to stop on his way home to pick them up from the barn of her home. They are being sold for \$5 each to hang around town in support of the military. Mr. Dodge said they will have plenty of American flags on their float and if anyone needs one to contact him.

**Review and Acceptance of Prior Meeting Minutes:**

Line 2: Correct "Linda Bergeron" to "Rhoda Bergeron" in members present. Ed Cherian should be removed as he's not a member of the Committee. Lyman recommended adding a comment that the \$80 NSF check was from the craft fair.

Committee discussion regarding NSF check: Lyman said we shouldn't use the police department to track down the \$80 and just write it off. Alan Hardy said it can't be written off. It will remain on the books as an uncollected receivable. Lorrie Carey questioned if they knew who wrote the check and if a phone call to that individual may help. Lyman said they had already tried that. Sue Kilgus will not allow that individual to participate in any future craft fair.

Line 48 and 50: Correct Spelling to Liz "Kantz".

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Line 56: Instead of “donated” it should say “purchased”.

Polly questioned whether they need Board approval to sell the yellow ribbons at the town office or if Alan can approve it. Alan noted that he has been given authority to sign contracts, but hasn't been given authority to make decisions. Alan doesn't see an issue with selling the ribbons or chicken barbeque tickets downstairs if that's what the Committee wishes to do. Anything the Town can put on the website or Facebook page to advertise can be done as well.

**Motion to approve the minutes as amended made by Lyman Cousens, seconded by Lori Bernard. All in favor. None Opposed.**

Lyman passed around the road signs to be printed and placed on King Street for review.

**Financial Report:**

Committee members reviewed the financial reports. Lorrie Carey said the report is looking good. Lyman had asked for breakdowns for the Red Sox event and golf event. For the golf tournament they have taken in about \$4,000 which is significantly above what was received the last few years. The revenue budget is \$8,000 and he anticipates receiving in excess of \$10,000. Golf expenses so far have been for signs and he will be giving every golfer a Boscawen Old Home Day Golf Classic bag with tees donated by Say It In Stitches and a golf ball.

The Red Sox Event took in \$2,000 from Ross Express, \$350 donation from Lorrie Carey and Paul Matthews and \$156 collected as donations at the event. The event was a big success, the kids enjoyed it, and a minimal profit was made.

Rhoda Bergeron asked if they are \$3,226 under budget. Lorrie Carey said before the Old Home Day event has begun the Committee has made \$9,774 and the difference between money brought in and the revenue budget of \$13,000 the Committee is close to making what was budgeted to come in – which is pretty good.

Lyman noted that the current bank balance is \$23,317.36. Lorrie Carey questioned how much the fireworks are going to cost. Matt Lampron is taking care of that. There is no contract for the fireworks yet. Alan noted that in speaking with Matt that the fireworks company is just wrapping up their busy 4<sup>th</sup> of July business. The contract was due in today but Alan hasn't seen it yet. The contract needs to go to the Fire Chief and the State Fire Marshall's Office. Lorrie questioned if the contract were received tomorrow if there would be enough time to get it where it needs to go for approval. Alan said he is unsure. When the request was made to use larger shells there is a different plan which needs to be approved. Discussion ensued.

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Committee members questioned where the Fireworks were billed from. Lyman said the \$7,000 Entertainment line could include the \$2,500 for the Old Home Day portion of the fireworks. Lorrie recommended that the Fireworks be broken out as a separate line item. Alan will find out where it is within the budget and email the Committee tomorrow.

**Motion to accept the financial reports with the recommendation to break out the Fireworks as a separate expense line item made by Lorrie Carey, seconded by Lori Bernard. All in favor. None opposed.**

**Golf Tournament:**

Polly questioned if Kim Kenney is going around the businesses to get things for the tournament. Lyman said she is going to restaurants to get raffle prizes. He sent her an email with last year's report and suggestions for this year. Kim had asked Polly to request a list from the Committee of where to go for raffle prizes. Lyman said he would send her a list.

Lorrie suggested creating a dropbox account for Old Home Day which would allow them to access and view information from prior Old Home Day events such as lists or instructions specific to the different areas and events. Anyone can access that information at any time. Alan said the Town has a dropbox account so it wouldn't be an expense for the Committee. Kellee Easler can set it up and it will send an email to allow access.

**Old Home Day Details:**

Polly said Blast Party Rentals wants to be the only bouncy house vendor at Old Home Day. Alan isn't sure where the consent agreement is at this point. Fun Time Amusements provides a Euro Bungee jump and two bounce houses. Matt had mentioned that if it's a hot day sprinklers can be put out to keep the kids cool in the event that Blast Party Rentals isn't an option. Alan said their contract is difficult and we cannot approve it. Primex will not allow insurance on Blast Party Rentals. There is a hold harmless in their agreement and the Town takes complete liability for it.

Committee members reviewed the current program. Lorrie mentioned that the Sunday before and after Old Home Day the Historical Society is open 2:00-4:00pm. The Conservation Commission wants to do a table at the "Elektrisola Evening" but Elektrisola hasn't confirmed if that's ok. Lyman asked why Avaloch is on the program. Polly said because she hasn't removed it yet. Lyman said he would change "hors d'oeuvres" to "refreshments". Elektrisola evening should include wildlife encounters with a brief explanation. Lorrie said the Conservation Commission was planning to have a map where a push pins could be placed where wildlife has been seen in town. Lyman said its Elektrisola's evening but he suspects they will allow Conservation to have a table at the event. Polly said that Matt said he is moving out of town in July. Lorrie asked if she received the letter from the Parks & Recreation Committee. Polly said yes. Polly isn't certain if

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Homestead Inn will be participating this year. Lyman asked that the program read “Den Brae Golf Resort”. Adele Sanborn is doing a “New Light Art Project” exhibit at Twiggs Gallery on both Sundays – the 18<sup>th</sup> and 25<sup>th</sup> from 1:00-3:00pm. Polly asked if there would be a horseshoe tournament. Lyman said yes. Chet won’t be there but has it set up. Discussion ensued regarding the program. The Merrimack Valley High School Band has agreed to take over the chicken barbeque. Lorrie was asked if they had a list of what is needed. Lorrie has also volunteered her husband and son to assist. Lorrie said Katie will get her more information about what was ordered. Lori Bernard said there are 220 meal tickets, including meals given to volunteers for free. Rhoda Hardy printed off meal tickets last year. Kathy or Charlie Jaworski may have specific details. Lorrie said Charlie is certified 4H safe handling. Rhoda Bergeron will assist with tickets at the door. It may be more complicated to have Charlie selling tickets and making food. Lyman suggested asking residents to purchase tickets in advance at the Town Office. Lyman said a couple articles will be in the Newsvine – including one about the yellow ribbons. Old Home Day information will be in the Merrimack Valley Voice as well. Rhoda Bergeron requested some copies of the program to hand out the day of the event. The theme of this year’s Old Home Day is “Thanks to the American Legion for 100 years of service”. Committee discussed additional edits to the program. Polly will update and re-send the program.

Touch a Truck and Balloon Twister will be from 12:30-4:30pm per Kim Kenney. Lorrie questioned if all of the members of the band need to be fingerprinted to serve chicken at the barbeque. Kim recalled from a prior meeting that kids didn’t need background checks. Adults working with the children of the band would have been fingerprinted by the school.

Committee members reviewed a letter from Parks & Recreation Coordinator Penny Sarcione. The letter stated that Parks & Recreation counselors will no longer be on payroll as of the date of Old Home Day and the Town will be unable to provide paid staff to assist. The contact information for the counselors could be made available to the Committee should they will to contact them and make alternate arrangements. Lorrie questioned if the counselors could be paid from the Old Home Day budget. Polly said none of the other Old Home Day Committee members are paid. Originally the Committee had requested 4 members of Parks & Recreation.

Kim offered to reach out to Matt Lampron on the status of the fireworks. If Matt is unable to do it possibly Alan Hardy can take over the execution of the contract to get it done within the next 48hrs with last year’s plan. Last year, the firework contract was executed in April.

Polly discussed the status of the craft fair. Rundlett Junior High was not available for the dates of the craft fair so information has been filled out for Abbott Downing School which is next door. Sue wanted to use classrooms and common areas but the classrooms aren’t allowed to be used. Katie Phelps was able to get the cost of use of the common areas and Polly has passed the information to Sue to make the decision. Lyman suggested having Sue come to a future meeting

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to discuss the craft fair. Lori Bernard said Sue is still trying to figure out if the space will be big enough and what areas she'll be allowed to use. Polly said Sue was hesitant to move the craft fair but it had been suggested to bring it back to Merrimack Valley. NH Technical Institute was also suggested as an option.

Kim said the teachers will be donating \$100 for a hole sponsorship for the golf tournament this year. The Fire Department will be donating between \$100 - \$150. Kim spoke with Matt via telephone and he anticipates the fireworks contract by tomorrow.

Rhoda asked if there should be another meeting prior to Old Home Day. Lyman suggested meeting August 12<sup>th</sup> at 6:00pm at the Town Office in lieu of the regular meeting. The Committee agreed.

**Motion to adjourn made by Lyman Cousens and seconded by Lori Bernard. All in favor, none opposed.**

The meeting adjourned at 8:04pm.

The next meeting of the Old Home Day Committee will be Monday, August 12, 2019 at 6:00pm at the Boscawen Municipal Complex – 4<sup>th</sup> floor meeting room.

Minutes respectfully submitted by Katie Phelps