

Plaistow Old Home Day Committee

Meeting Minutes

Date/Time: Wednesday, March 6, 2024, 6:00 PM

Location: Plaistow Town Hall, Main Street, Plaistow, NH

Call to order: 6:01 PM

1. Attendance:

- a. Present: Shauna Manthorn (Chair), Roy Walling (Vice Chair), Leah MacKean (Secretary), Alan Davis, Erica LeMire, Donna Reardon (TAL)
- b. Excused: Jon Gifford (BOS Liaison), Bob Fairhurst
- c. Guests:

2. Introductions: N/A

3. Public Comment: N/A

4. Membership updates and Bylaws Discussion: N/A

5. Meeting Minutes/Review and Approve: Reviewed February 6, 2024 meeting minutes; error in date (year); will correct from 2023 to 2024; Alan motioned to approve minutes with corrected year, Roy second; no discussion; approved 5-0-0

6. Budget/Money Collection:

- a. Moving forward with utilizing Eventbrite
- b. Verified that existing and new vendors will receive 1099
- c. Beede donated \$7,500 – received
- d. Republic to donate – no received as of yet; unclear if they are going to be donating dumpster, as well
- e. Caricaturist agreeable to return at same rate \$750 and is aware of W9/1099; Roy motions to approve spending \$750 to book Erica Golter of Live Caricature Entertainment for OHD event Saturday, June 22, 2024, Leah second, no discussion, approved 5-0-0
- f. Pending costs:
 - i. Becky Lightizer (crafts table for family night)
 - ii. Face Painters x 3 at \$150/each for Saturday OHD event (discussing)
 - iii. Catering Costs – pending meeting with PPC; estimating 150 people, want fully-catered service

7. Subcommittee Updates:

- a. Road Race (Bob) – no update
- b. Parade (Shauna, Alan)
 - i. Quotes/costs: Marching band quote \$2,000; Italian American Band; Band on Flatbed \$400; Prior spending was \$6,310
 - ii. Alan to reach out to Derek Travers at PFD re: coordinating Fire Truck/Apparatus aspect of parade
 - iii. Looking into parade float contest: Most Creative, Most Thematic, Local Business Floats, Judge's Choice
 - iv. Need parade Grand Marshall, as well
 - v. Can do email blasts, town page blasts and Facebook to advertise for parade participants
 - vi. Roy motions to set parade budget of up to \$12,000, Erica second, no discussion, approved 5-0-0
- c. Vendors (Leah)

- i. Will work with Shauna and Roy to finalize vendor needs on Eventbrite
 - ii. Leah motions to waive food vendor fees for “non-green space” food vendors, Shauna second; discussion – this will only apply to food vendors parking along the outskirts of The Town Hall Green; they will still need to contact the Health Department in regards to their temporary licensing; any food vendors utilizing green space will still need to pay fee; electricity not supplied to food vendors on pavement; on green will still need to be requested and paid for; approved 5-0-0; *Addendum 3/18/24: discussed above at BOS meeting and approved from BOS standpoint*
 - iii. Still to discuss whether or not to charge vendor fees for 501(c)3 (i.e. Boy Scouts and Lions Club) – difficult to differentiate between Plaistow community action groups vs outside groups
- d. Entertainment (Shauna, Roy, Jon)
 - i. Decades Dance
 - 1. Awaiting W-9 from DJ
 - 2. Confirmed Plaistow Fish and Game
 - 3. Catering costs will determine ticket prices
 - ii. Fireworks
 - 1. Approved at school and contract completed
 - 2. Timberlane Community Band to play at Fireworks? Will discuss option of rain date before moving forward; if no rain date, will most likely not book
 - iii. Fire Hand Tub Muster
 - 1. Would require \$2,500 and would only be done if an appropriate location could be determined for use
 - 2. will discuss with Derek Travers at PFD about potentially looking at locations and getting approval prior to OHD approving funds
 - iv. Magician Deluxe Show
 - 1. Cost \$750
 - 2. Leah motions to approve \$750 spending to have Magician and Mentalist George Saterial perform Deluxe Show at Family night on Thursday, June 20, 2024, second by Alan, no discussion, approved 5-0-0
 - v. Discussing option of Family Karaoke at family night
 - vi. Will determine if FoPR available to help and do Candy Bar Bingo as there is a schedule conflict for the night (Summer Rec Open House night); Thursday 6/20/24 is BOS approved OHD night; Donna to ask Recreation about changing open house night
- e. Contests (Shauna, Roy) -
- f. Commemorative Items (Erica)
 - i. Historical Society to take charge of commemorative items
 - ii. Erica and Alan continue to work with local company; unable to do an online store at this time
 - iii. Discussion about coordinating with FoPR to expend part remaining funds to finance commemorative items
 - iv. Leah motions to approve spending of up to \$2,000 of remaining fund balance from FoPR to pay for commemorative items, Alan second, no discussion, approved 5-0-0
- g. Car Show (Jon) – no update

8. Other Business:

- a. **Roy and Shauna having an updated safety meeting with PFD and PPD**

Next Meeting(s):

- April 10, 2024 at 6:00pm, Plaistow Historical Society
- May 7, 2024 at 6:00pm, Plaistow Historical Society
- May 21, 2024 at 6:00pm, Plaistow Historical Society
- June 4, 2024 at 6:00pm, Plaistow Historical Society
- June 18, 2024 at 6:00pm, Plaistow Historical Society

Adjourned: 7:00pm