

Old Home Day Committee Meeting
Location: Town Hall, 145 Main Street, Plaistow, NH
Date: Tuesday, May 30, 2023; 6:30pm

Meeting Minutes

Attendance: Shauna Manthorn, Roy Walling, Jonathan Gifford, Kate Sherman-DeRoche, Bob Fairhurst, Jennifer Gusler, Alan Davis, Maryann White

Excused from meeting: Leah MacKean, Matthew Hill, Krista Hill

No communication: Jennifer Bird

Members of Public in attendance: Rick O'Shey (DJ at event), Pat Kiley (Health Inspector), Erica Lemire (Plaistow Historical Society)

Public Comment:

Rick O'Shey introduced himself to the committee and let them know that he is willing to do anything they need on day of event for music and announcements.

Pat Kiley discussed food guidelines and indicated that a temporary food license would have to be in place for the Plaistow Historical Society to hold the pie eating contest at Old Home Day. This food license will allow home prepared food to be allowed in the contest. Once this temporary license is in place, participants of the contest will be required to provide a list of ingredients and the sourcing info for the food used in their pie. The Plaistow Historical Society will apply for this license through the Town and ensure that future marketing of event includes what type of pie is acceptable in the contest based on the food guidelines.

[Link to the Temporary Food Establishment and Outdoor Concession Stand Guidelines and Requirements](#)

Pat also informed the committee that food vendors will not have to be inspected on the day of event if they are licensed.

Emergency management will be onsite on day of event. Pat will serve as Incident Commander and radios will be available for Old Home Day committee members. The Incident Command Plan is also being finalized and Pat will send out the updated plan to Shauna.

Meeting Minutes:

Kate made a motion to approve the minutes from May 9th and April 18th. Maryann seconded. Jon asked to clarify that the Plaistow Historical Society will be holding a **fruit** pie eating contest at OHD in the May 9th meeting minutes. Meeting minutes for both meetings were approved (5-0-2) with this change. Roy and Alan abstained from the vote.

Budget Discussion:

Shauna and Roy created a financial comparison of expenses (2023 vs 2022). 2023 budget is \$22,890 and the committee was able to raise \$4,898.44 from fundraising and donations. Costs are still being finalized but we have a bit of extra money to spend on entertainment. Kate made a motion for Shauna to book Rock and Roll Racing for \$2,500, a race track that is geared toward tweens/teens. Alan seconded the motion and the group approved the expense 7-0-0.

All invoices that need to be paid by the Town of Plaistow before event should be submitted to the Town by June 7th (checks will be cut on 6/14, the Weds before the event).

Friends of Rec will cut checks for:

- Parade entertainment
- Face Painter
- Troop 18 BSA Trash pick up

Town of Plaistow will cut checks for:

- American Thunder fireworks
- Vertical Entertainment
- Rick O-Shey (he will reinvoice to Town of Plaistow)
- Cartoon You
- Grand Rental
- First Student bus

Signs will be created for all companies that donated money for the event by Beaulieu Creative.

Sub-committee Updates:

- **Road race:** Registration page is live. Race starts at 9am. Frankie Sheffield will sing the National Anthem before the race.
- **Car show:** Seven car owners from Plaistow are participating in car show. Group is reaching out to owners outside of Plaistow now. Cars can set up at 8:30am on event day and will be in parade.
- **Contests:** No update.
- **Vendors:** Leah emailed update to group.
- **Entertainment:** Jon mentioned that Forever Locked Moose will be at event. Committee will hold a chalk art contest day of event. Community groups have agreed to hold games/events at their tables throughout the green. Shauna will reach out and see if she can book one more face painter to try to keep lines down.

Following groups are confirmed as event entertainment:

- Ashley MacLeod Dance Dreams
- Plaistow Junior Firefighters demonstration
- Community resident playing banjo
- Karate demonstration

The committee is still looking for more entertainment to book throughout the day. Timberlane Community Band will play at fireworks, starting at 7:30pm.

- **Raffles:** Leah has a list of donated raffle items. The committee is still looking for more donations and people to help run the raffle table.
- **Parade:** Participants are being finalized. Alan Davis will drive NH Kid Governor. The Lion's Club will be in parade this year. Jon Gifford has graciously offered parking for parade participants. We need staff at the Library to help weave groups that are walking into the parade. Kate is reaching out to the Derry Riding Club and stilt walkers to see if they will join parade.

Other Business:

Overall staffing for the event is a concern. Shauna will come up with coverage schedule based on the following availability:

- Available all day: Jon, Shauna, Leah, Roy
- Available after 10am: Bob
- Alan is available until 1:15pm
- Kate and Maryann will leave for East/West Pine by 12:30pm for parade line up
- Community members: Jay DeRoche and Jim White are available for parking assistance; Jeanette Walling may be able to help with raffle table

Plaistow Historical Society will be open from 9-2pm on OHD. Erica asked if this could be added to Facebook posts and Shauna agreed.

Next meetings (all at Town Hall):

- June 6 (6:30pm) – will discuss date for next year's event
- June 13 (6:30pm) – last minute details for event

Roy made a motion to end the meeting and Alan seconded. All were in favor (7-0-0) and the meeting adjourned at 7:47pm.

Respectfully submitted: Maryann White