

Old Home Day Committee

Meeting Minutes

Date/Time: Sunday, June 5, 2022, 4:00 PM

Location: Plaistow Town Hall, 145 Main Street, Plaistow, NH

Call to Order: 4:05 PM

1. Attendance:
 - a. Members: Shauna Manthorn (Chair), Roy Walling III (Vice Chair), Leah MacKean (Secretary), Bill Coye (BOS Representative), Jennifer Bird, Kate Sherman-DeRoche, Dawn Williams, Kerry Patles (alt, voting), Maryann White (alt)
 - b. Absent Members: Bob Fairhurst, Christina Cruz (alt), Jennifer Gusler (Recreation Director)
2. Introductions: N/A
3. Approval Minutes: May 22, 2022 (Jen B. 1st/Dawn 2nd) approved 6-0-1
4. Public Comment: N/A
5. Formalize Schedule for Day's Events:
 - a. Wednesday – mowing (weather permitting) alt Thursday
 - b. Thursday – tent, dunk tank delivery (depending on mowing); if not Thursday then early Friday morning
 - c. Friday – 6 AM – Fire Dept to fill Police Association Dunk Tank; Shauna, Leah, Mary at Town Green 9 AM; viewing stand being dropped; 5:30 PM setup for Candy Bar Bingo; 5 PM to 7 PM vendors allowed to drop off tents/tables
 - d. Saturday – Shauna with detailed timeline; please also see 5/22/22 minutes; Updates: 6 AM arrival, 6-6:30 AM police details begins; 1:45 PM roads close; 2 PM parade begins; 6:30 PM Police Detail at High School; clarify band setup time 7:30 PM (Kate will call); fireworks 9:00 PM to 9:30 PM start (depends on darkness); 10:30 PM police details end
 - e. Programs
 - f. Advertising – signs being addressed by Recreation
 - g. Dean Zanello – Dean will be taking pictures and recording the event; need to update him on any audio needs ASAP
6. Signage:
 - a. OHD parking pass to be placed in dashboard – will be given out at next meeting
 - b. Parade parking sign: Parade Participant Parking
 - c. Vendor Entrance/Drop-Off
 - d. Raffles
 - e. Fireworks Sign (with time and update)
 - f. Pollard signage
 - g. Information Booth
 - h. First Aid
7. Road Race Subcommittee:
 - a. Bob w/ help from Lions Club Members
 - b. Need to check on time for race trailer drop-off
 - c. DOT cleared?
8. Contests
 - a. Beard
 - i. Leah spoke with The Barber Smith
 - ii. Sent messages to others – have not received any confirmation
 - iii. The Barber Smith has trophy
 - iv. Requested to simplify criteria

- v. Will need to finalize all details and judges
 - b. Baby
 - i. Criteria: red/white/blue, question re: a friendly neighbor
 - ii. Judges available
 - c. Trivia
 - i. Roy had a discussion with Bob Hobbs
 - ii. Historical Society to come up with 15-20 questions and answer key
 - iii. Will need to correct as we go; answers to be turned in early afternoon
9. Vendor Sub-Committee
- a. Christina, Leah, Jen Bird
 - b. Map and assignments sent to Recreation and Shauna; forwarded during meeting to committee
 - c. Leah to update measurements and assignments
 - d. Copy of Raffle Request letter forwarded to committee
 - e. Mary collected more gift cards for raffles
 - f. Emails to be sent to participants through MyRec
 - g. Not turning away any vendors although deadline was June 1st; cannot take any further food vendors due to having to be approved by the Health Department
10. Entertainment
- a. Check with highway re: barricades for fireworks
 - b. 6:30 PM to 10:30 PM police detail
11. Parade Sub-Committee
- a. Mary, Dawn, Kate
 - b. Parking will be at Gifford's and Holloman's – approved
 - c. Letters are out – awaiting confirmations
 - d. Checking on golf carts
 - e. Still need some cars for transport
 - f. Script started to be given to DJ
 - g. Working on getting kids into the parade
12. Volunteer Sub-Committee
- a. Kerry Patles (alt), Dawn
 - b. Not many volunteers signed up
 - c. Large gaps – will be filled with OHD members
13. Other Business:
- a. Finalized Schedule of Events to be posted/e-mail blasted
 - b. Follow-up on plan for Handicapped Parking - ? from Park Ave up Elm toward the Annex and Safety Complex
 - c. Overflow parking to be at Highway
 - d. Garage (dirt/rock lot) – NOT against building
 - e. Save the Date to be determined at next meeting

Next Meetings: Sunday, June 12th

Meeting Dismissed (not recorded)