

**Town of Boscawen  
Old Home Day  
Boscawen Municipal Complex  
Meeting Minutes  
Monday, May 15, 2023 at 6:00 PM**

**Present:** Polly Dawson - Chair, Gary Tillman, Beverly Lacoy, & Kim Kenney

**Staff Members:** Katie Phelps—Town Administrator

**Excused:** Matthew Burdick—Ex-Officio

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

Roll call completed by Chair Dawson.

**Minutes:**

**Chair Dawson motioned to approve the 04.17.23 Old Home Day draft minutes as presented. Seconded by Mr. Gary Tillman. All in favor. None opposed.**

**Financial Report:**

**Chair Dawson motioned to approve the Financial Report as presented through 05.15.23. Seconded by Mr. Tillman. All in favor. None opposed.**

**Regular Business:** Town Administrator Katie Phelps presented a request on behalf of Central NH Regional Planning Commission (CNHRPC), to have a table at Old Home Day. The purpose would be to conduct surveys and speak with residents about the housing chapter of the master plan. Chair Dawson noted there were tables set up at OHD last year for craft and business vendors. Ms. Kenney mentioned an individual from the church inquired about holding a craft fair during Old Home Day. Ms. Kenney had no objections and noted it would not disrupt the planned events for Old Home Day. Discussion ensued. Ms. Kenney suggested not having craft tables at OHD this year and instead allowing the church to hold the craft fair separately. All concurred.

**Chair Dawson motioned to approve Central NH Regional Planning Commission to set up a table at Old Home Day. Seconded by Gary Tillman. All in favor. None opposed.**

**Town-Wide Yard Sale:** The Town-Wide Yard Sale will be held this Saturday, May 20th from 8:00AM to 2:00PM at the Municipal Office Complex. TA Phelps stated there are 29 sites marked on the map, along with 7 tables. Chair Dawson noted Ex-Officio Burdick will finalize the map and send it to TA Phelps. Ms. Kenney advertised the need for bake good items on Facebook and received one response so far. Tomorrow she will distribute flyers to parents at the school. TA Phelps asked the committee if anyone had a key to the Municipal building. Discussion ensued. TA Phelps will ensure the building is disarmed and Mr. Tillman will obtain a key from Treasurer Tama Tillman.

**OHD Entertainment:** Ms. Kenney received a quote of \$3,245 from Mr. Rick Muthersbaugh at Vertical Entertainment. The quote included frisbee spin art with extra frisbees, connect four with basketballs, angry owls, bungee jump, a dunk tank, a 17-foot double water slide and a high voltage dual obstacle course. Ms. Kenney noted once the quote is finalized, Vertical Entertainment requires a 50% non-refundable deposit. If the OHD event is cancelled due to inclement weather, the cost will be \$1,500. The quote represented a 10% discount from the total of the items, delivery, setup and take down. The cost to deliver would be \$45 per vehicle and the event would require three vehicles to deliver all the equipment. There was concern about weather accommodations. Previous vendor contracts have allowed up to one year to use credits towards future rental deposits if there were adverse weather conditions. Discussion ensued. Ms. Kenney will ask Mr. Muthersbaugh to revise the contract to include an inclement weather clause, permitting the use of credits for future rentals within a one-year timeframe and reimbursement in the event that the vendor cancels.

Ms. Kenney inquired about the possibility of incorporating the OHD event date into the summer staff contract of the Parks and Recreation program. It would allow staff members to work extra hours and the bounce houses need supervision. TA Phelps noted it would depend on whether the staff's payment would come from the OHD account or the general fund through payroll. Ms. Kenney clarified that compensation would be handled through payroll. TA Phelps will discuss further with Parks & Recreation Coordinator, Kearsten O'Brien. Ms. Kenney will also reach out to the school's field hockey team for volunteers.

The Touch-A-Truck will continue to be a part of the OHD festivities this year, and the Fire Department will perform a demonstration at 4:30PM once the activities have ended. The children from the Parks and Recreation program will continue to run the game booths. Chair Dawson contacted the State Police to discuss the possibility of including their horses in the OHD parade. She spoke with an individual who mentioned the State may have dogs and a pony, which could be part of the OHD festivities. Chair Dawson will reach out again for more information on how they can be involved.

On behalf of Ex-Officio Burdick, Mr. Tillman gave an update on the food trucks. The one food truck that signed up, cancelled. There are no further inquiries. Ms. Kenney will reach out to Ex-Officio Burdick to contact ice-cream/snow cone trucks.

Chair Dawson asked Ms. Kenney if there will be performers at OHD. She said that depending on the budget, the goal is to have two performers. Chair Dawson noted Mr. Lyman Cousens reached out for information to include in the Newsvine. Ms. Kenney will contact Mr. Cousens to include a general overview of the planned OHD events in the Newsvine.

Ms. Kenney noted they may not do face painting if there are bounce houses this year. In previous years there were issues with the face paint getting on the inflatables. Ms. Beverly Lacoy proposed offering kites to fly at the baseball field during OHD. Ms. Kenney recommended organizing activities for adults and families between 6:00PM and 8:00PM, since there will not be night performances or fireworks. TA Phelps suggested a night cornhole tournament. TA Phelps recommended reaching out to the community to find a business interested in sponsoring the

tournament. Ms. Kenney will research further and discuss at the next meeting. Additionally, the committee discussed having a DJ from 6:00PM to 8:00PM. Ms. Kenney will contact local DJ's.

Ms. Kenney sought suggestions from the committee regarding potential performers. Ideas included a magician, a juggler, Mr. Aaron and a Fish and Game demonstration. Ms. Kenney will research further and contact Ex-Officio Burdick for more information on Fish and Game.

**Golf Tournament:** In June, Ms. Kenney will start preparing for the golf tournament. TA Phelps will send Ms. Kenney the golf sponsorship forms and a copy of last year's donation form for review. Chair Dawson will ask Mr. Cousens to reach out to the Davis' about their interest in participating in the golf tournament.

**Other Business:** Mr. Tillman asked the committee to clarify who will be in charge of the concession stand at the Agricultural Commission Draft Horse event on Sunday, August 20<sup>th</sup>. Discussion ensued. Chair Dawson suggested only selling pizza. She recommended looking into Market Basket. TA Phelps suggested selling cookies as well. Mr. Tillman will be in charge of the concession stand and will buy the pizza and cookies. Ms. Kenney will send Mr. Tillman the contact information for Constantly pizza. Any leftover sodas from the Town-Wide Yard Sale will be stored and used to sell at the Draft Horse event.

TA Phelps asked if the parade forms need to be updated. Chair Dawson noted only the date needs to be updated. No further discussion.

Ms. Kenney noted there were prizes donated specifically for the raffle at the golf tournament. She will contact the donor for permission to utilize the donated prizes for another type of raffle.

**Next meeting:** Monday, June 19<sup>th</sup>, 2023 @ 6:00PM.

**Ms. Kenney motioned to adjourn at 7:02pm. Seconded by Mr. Tillman. All in favor. None opposed.**

*Respectfully submitted by Hannah Gardner*