

## **BOSCAWEN OLD HOME DAY COMMITTEE MINUTES**

### **August 16, 2016**

**Present** – Polly Dawson, president; Rhoda Bergeron, secretary; Rhoda Hardy, Treasurer; Lyman Cousens, Sue Kilgus, Beverly Lacoy, Laura Lane, Ray Blodgett, Kim Kenney, Two persons volunteered to be “helpers” rather than official members – Lori Cronan (phone 603-848-4586 e-mail [LCRONAN@MVSDPRIDE.ORG](mailto:LCRONAN@MVSDPRIDE.ORG)) and Andru Lagasse (phone 603-545-9482.) Alan Hardy, co-town administrator.

**Minutes** – of July 2016 – hard copies were passed out and corrections made before approval. (1) Boscawen police will post signs at boat ramp, not Sue K. (2) Spelling for Dorval House. (3) August meeting date of 15<sup>th</sup>, not 24<sup>th</sup>.

**Treasurer** – gave copy of latest income and expenses as posted by Boscawen Town Office to president, P. Dawson.

### **BUSINESS**

- **Alan Hardy**, associate town administrator, has acquired a refrigerator for Torent House for OHDC use.
- **Tuesday, Arts Festival Event** –
  - Fire protection while using Winthrop Carter House requires OHDC to employ 2 firemen for the 2-hour event for \$38 per hour each.
  - Elektrisola personnel will set up Sunday evening and remove Wednesday morning to accommodate other functions at Winthrop Carter House.
  - Alcohol on premises – for this year we will request non alcoholic drinks only.
  - Music – Avalach Farm will not be able to provide music. S. Kilgus will get Kevin Tucker to provide soft background music at no cost to OHDC.
- **Golf** –
  - L. Cousens reported things are slightly slower than last year.
    - 12 – 4-somes signed up
    - \$3000 donations from major sponsors
    - \$1500 from pole sponsors
    - Avaloch Farms donation arrived for golf carts banner before Marshall Flowers, so Lorie Carey will have a banner at the BBQ.
    - Helpers are lined up.

- **Program**
  - Will be printed and available on Tuesday.
  - Names of all committee members will be on program.
- **Friday Night Prep**
  - S. Kilgus needs limited help.
  - Bouncy Houses use their own personnel to inflate and have their own liability insurance.
  - Tent – will arrive Thursday and be set up by a Lakes Region Company which needs a certificate of compliance which will be taken care of by R. Hardy.
  - Taylor Rental tables and chairs to be set up.
  - Police department will closely monitor the area all night to for property protection.
  - Dorval House will need to be restocked for toilet paper, soap, paper towels and will be open Saturday.
- **Saturday**
  - Parade
    - Need for 2 golf carts and drivers. Carts not to be on road as they get from parade to park.
    - Will ask fire chief if he is comfortable hauling oldest married couple in his antique fire truck.
    - Kim Kinney will provide a jeep.
    - P. Dawson will find a 3<sup>rd</sup> judge.
  - Park
    - Vendors will need certificate of compliance
    - Most vendors have contacted S. Kilgus or R. Hardy.
    - S. Kilgus will supervise park activities and will need most help.
    - Menu for Park – S. Kilgus will get this to A. Hardy before purchase of each item.
  - BBQ
    - Kathy Jaworski will not be available for monitoring the meal. She will order all the food and R. Hardy will monitor it.
    - Tickets cost \$10 and will be sold out before the 27<sup>th</sup>, as no pork roast this year.
    - Tickets were distributed to committee members, Lani and Roger the musicians for free.
- **Alan Hardy, assistant town manager**, was available to answer questions concerning OHDC legal procedures to follow.
  - Taylor Rental Insurance
  - Elektrisola insurance – company has own

- Handicapped Parking on Tuesday evening – is up to owner of the property.

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- Tent – Primex Insurance Co says NH State Fire Marshall must check after set up and issue a “stake” certificate. Boscawen Fire Chief will issue a “place of assembly” certificate after set up.
- Golf Carts – need certificates of coverage.
- Horseshoe Tournament is not a part of OHDC. A discussion concerning their activities will be discussed at Selectman’s Meeting.
- Minutes of Meetings – draft copy must be in to Town office within 5 business days after each meeting and labeled as “draft” copy. Also a copy of previous meeting labeled as “approved” copy must be at Town Office within 5 business days after approved.
- **Money Matters**
  - All money must be turned in to treasurer, R. Hardy within 24 hours and she must get it to Town Office within the same time frame.
  - Members are not to use personal money for any OHDC activities. Members must request money from R. Hardy, treasurer, who will get it to Town office. Members then spend that money for purchases, submit receipts for each purchase and return any excess funds to treasurer.
  - All checks for Craft Fair must be given to Treasurer within 24 hours of receipt.
- **Add/Delete Committee Members**
  - The committee must present a request to Boscawen Selectmen to add or remove members of BOHD Committee.
  - Presently the committee would like to remove Gabby Gregoire and Tabitha Gregoire as committee members and change status of Larry Gregoire to “volunteer.” They have not attended any meeting for months and cannot be reached by phone or e-mail.

**NEXT MEETING** - September 19, 2016 at 6:00 p.m. in Boscawen Town Hall.

Rhoda Bergeron, Recorder