

Londonderry Old Home Day Committee
Subcommittee Minutes

Name of Sub-Committee: Booths Bandstand & Carnival Games

Meeting Date and Time: 2/13/20 @ 6:00 PM

Meeting Place: Town Hall, Sunnycrest Rd

Subcommittee Members present (use additional paper if necessary):

Ryan Oullette

Jim Coiselle

Lisa Drabik (town staff)

Katny Wagner (advising)

Summary of Topics Discussed and Key Votes Taken (if any) (use additional paper if necessary):

- Discussion of Booth layout. Placement used to be based on availability of Town Common power. may not be an issue anymore due to power improvements on common.
- Kirby has the master excel spreadsheet w/ booth placement
- 65 booths - due to space limitations. Should not go higher than that. Usually generates ~ \$5,000. Never give any booths for free.
- mail out booth forms + parade regis. form in April. stuff the envelopes @ an April mtg.
- ALERT usually takes 2 booths.
- Knights of Columbus usually takes one booth & put them behind bandstand so can do their golf game.
- They (non profits / businesses) Bring their own tables & pop ups
- We need to make a booth map & send out ahead of time to booth participants
- Reed Clark usually likes to sit & direct people to where their booths are.
- bandstand entertainment: Hudson American Legion (11:30-12:30/45)
DJ (Dana Leikas?) - Karaoke + music (2:15-4:00)
Serge (LH's Drum Line) @ 2:00 PM - 2:30 PM
if a \$1000 sponsor comes in like Spectrum can have a booth & time on bandstand (1:00-2:10); # after drumline

Date, time and place of next meeting (if known): Sometime post- OHD cmty on 3/19/20

Minutes compiled by (name): Lisa Drabik

- We have contact info for the carnival lady - will have to pole the games. Kathy says the bowling game was terrible
- carnival co comes Fri night to setup ~ 5:00 PM. They stay @ Sleep Inn w/ discount.
- Sat AM they bring prizes & do any additional setup.
- we provide H2O for duck pond → LTD usually brings it down or can get from church across st.
- LHS kids run the games. Kevin usually arranges - Katie Sullivan?
- Games don't open until 11:30 AM. Maybe need a sign that says "Games open after the parade ends"
Carnival
- Reid arranges the port a potties.
- Clean up usually done by LHS track club. (Fri PM & Sat AM)
- Booths break down by end Sat / Sun AM
- Ask Katie Sullivan whether they ^{(kids) still} want to do Applestock (6-8:30 PM on common Sat PM)?
- John Proffier paints the booth lines.
- Steve Cotton is the contact for any power issues.
- * Discuss w/ Kevin where the electrical lines will be for OTD - Ryan / Jim will be there for any walk-through
- Use the radios for the parade at the common too (Reid takes care of getting the radios). Brings to OTD booth.
- golf carts from continental for parade → need to arrange for those. 4 is a minimum; 6 would be better.
- * Ask Kirby - do we have the booths spreadsheets we need?
- * need to figure out who Admin is of FB page (Bob Ciavetta?) → add as action item to discuss @ March OTD mtg. many shares?
- Ryan will try to contact the admin.
- * Lisa to work w/ IT to figure out Town website OTD page & make it work w/ Kathy's old OTD website.
- might need to designate someone to man the OTD booth if Reid doesn't want to
- might need to designate someone to be there Fri for booth setup
- * Ask Justin about ATM.