

Clean Up Event dates: April 24, May 1, May 8

Attendance: Laura Hajjar, Julie Presher, John Loker, John Mahon and Joy Muller

Meeting minutes:

Started meeting at 6:05 pm introducing Julie Presher as new volunteer member of the team.

- A. John L. gave updates on purchasing items to be printed with logo/information:
 - a. **Vests** (Embroidery Creations, Londonderry):
 - i. Confirmed only two sizes available:
 - 1. Sm/Med
 - 2. Lg/XL
 - ii. The back of the vest will have the same text at the back of our t-shirt, but will just be a little smaller. Easy for printing as they already have the template.
 - iii. Embroidery creations will print and give receipt to the town – 100 vests
 - b. **T-shirts:** Embroidery Creations will also do the t-shirts, too. As confirmed last meeting: 250 more shirts
 - c. **Signs:** John L has a meeting with Kerry Marsh on Tuesday morning. Will have the mark-ups. Will take about a week. End of first week of April will be ready – will put it up right away.
 - i. The pricing is the same as first meeting
 - ii. The signs will be the same color
 - d. All in agreement with the numbers of vests (100), additional t-shirts (250 more), and signs (15)
- B. Procedures needed for purchasing (Joy to do):
 - a. Collect all together information on purchasing and forward to Bob Kerry.
 - b. Reminder to include
 - i. disposable face masks to have available in the case that people may need – search for with either Amazon purchase of the grabbers or the Walmart purchase of gloves
 - ii. A few ponchos (to have on hand)
- C. Volunteers: Laura has been working with volunteers. We have a good level of interest:
 - a. Younger groups – we are targeting for areas that are safer:
 - i. Student council for North School will do rail trail along their area.
 - ii. Girls on the Run – possibly around their school
 - iii. Cub Scout Pack 501 – Musquash from main entrance
 - iv. Girls and Boy Scouts – In the Town Forest? John M. has meeting with the Heritage Committee and will ask if that is a good idea.
 - v. Rail Trail – John M. will have a conversation with Paul Marulis about the Rail Trail and partnering younger kids for cleanup along the trail.
 - b. Older students interested, we are hoping to put at some areas with more need such as Sargent Road and the area around the LAFA fields
 - i. Tri-M
 - ii. National Honor Society
 - c. Adult groups are also interested and we will be putting out on roads with significant trash levels. We have a list of potential roads (see end of minutes)
 - i. Green Team
 - ii. Lions Club
 - iii. Julie will reach out to Women's Club
- D. Advertising: We need to start our advertising now
 - a. Laura will put a digital flyer out for Facebook groups in town
 - i. Laura was added as an administrator for the BL Facebook group and she will set up the dates as events.
 - b. The yard signs will be ready the first week of April, and we can put up the signs up right away.

- i. Place in heavily trafficked areas: Pillsbury/Mammoth intersection, Mammoth/102 intersection, outside of schools
 - c. Joy will put in to Deb Paul for the Londonderry Times
 - i. Using the past writeups as template, will add in information on new Facebook page.
 - 1. In the write up make sure to mention that trash is a year round
 - 2. If possible can we put a picture in?
- E. Incentives: Should we do ice cream certificates?
 - a. Maybe will be a good idea to do after when come return everything?
 - b. Put check pricing and see if we can get special discount?
 - i. Expiration date for the middle of May
 - c. Consensus that we do have quite a few volunteers already, maybe we do not need to add this.
- F. We have started a prioritized list of roads for clean up. Members will note in the coming weeks if roads should be added.
 - a. When people come to sign up we can ask them if they want to go to their own neighborhood or if they would like to be assigned
- G. Procedure for day/preparation:
 - a. Get existing stuff from the drop off center to Matthew Thornton
 - i. Center of operations:
 - 1. Can we use the Woodmont room again as operation center to store everything? – Joy reach out to Town.
 - ii. Who needs to know at Matthew Thornton?
 - 1. Laura will reach out to principal to ask about use of the parking lot
 - iii. Can we borrow cafeteria tables?
 - iv. Where can we store everything after (the drop off center is not enough)?
 - 1. Need to do an inventory
 - 2. Find a storage location
 - b. At check-in for distribution: Next meeting we will focus on the procedure
 - i. Can we get tables from the cafeteria
 - ii. Eazy-up tents
 - iii. Reach out to volunteers who have agreed ahead of time and have t-shirts, things ready
 - iv. Need name email address phone number
 - v. # participants for t-shirts
 - vi. How to get vests/pickups returned?
 - 1. Sign out sheet for the materials that we loan out
 - 2. Saturday mornings – cut off time for return at 1 pm. Sign in 9:00-9:30 AM, cleanup: 10 AM – 12 PM , with flexibility and have contact for return
 - 3. What do we do with people who are doing it later? Can we say that return the next week?
 - vii. Safety protocol discussion or flyer
 - 1. Busy roads
 - 2. Wear vests
 - 3. Do not touch needles, broken glass
 - 4. What to do in case of emergency
 - 5. Off cell phones
- H. Future: Figure out who can be where when – during each of the clean-up days.
- I. Going forward – what does Beautify Londonderry want to do?
 - a. Kent Allen forest
 - b. With the plan that is ongoing for the town common

Next meeting: in 2 weeks April 7th