

Bristol Community Events Committee
Meeting Minutes

September 19, 2018

Committee Members in Attendance: Hilda Bruno, Barbara Greenwood, Les Dion, Claire Moorhead, Lucille Keegan, Christina Goodwin, Sharyn Orvis, Kris Bean, Lynda Lyden

The meeting was called to order at 10:00 am.

Halloween Event:

Parking – The Committee felt that we should shut down the Central Square parking area for the Halloween event. There were a number of factors including the band and possible dancers. It was agreed to close the parking from 3:30-5:30 pm. The Committee will do a notice to abutters. Hilda will contact the school to let them know that they can play longer in the parking area. The Police will give instructions over the radio. This will be further reviewed as we get closer.

Parade – The normal time has been with the lineup at 4:45 pm and the kick off at 5:00 pm, but there was a concern that the band wasn't getting enough time to play so the Committee would like to change it to 4:30 pm lineup, 4:45 pm parade start and then 5:00 pm the dancers and band could play a little longer in the Square. Logistics for the dancers still need to be worked out. Darlene Roy attended to the meeting to represent the group. They will meet with Christina to test the music with the Town's equipment. Christina will issue a challenge to all Departments to participate in the Halloween parade.

Trunk or Treating – The Committee would like to advertise this and have people set up in the Square.

Music – Halloween music is all set. Christina will reach out to Ray to confirm use of the speakers.

Food – Sausage cart will be staged in the Town's parking area in front of TD Bank. The Lions Club will be stationed on the lawn by the Church.

Other – It was agreed that there will be no Zombie Zone this year. It was also agreed that we should order banners for the event as it is held the same date each year. Christina will follow up with the Fire Department. Christina will also send a letter to promote business participation.

Concert Review / Sponsorship recognition:

Sponsorships - Certificate of Appreciations will be created for each of the sponsors and they will be invited to the Select Board meeting. We will try to take a group picture to use for future thank-you and advertising plus the recognition given during the Select Board meeting. Claire will create the certificates. Les will print. Christina will get them signed. Les will write up bullet points for the meeting for the Chair.

Concert Review – Bands in the Town Hall are still very loud. It was suggested that the bands consider playing unplugged inside and this is something the Committee will further review in 2019. For 2019, there will be 7 concerts in the series but there may be additional with the Bicentennial. The Committee reviewed the list and will continue with Studio Two (but later in the season), Uncle Steve, and Jordan Tyrell Wysocki Trio. The Committee also agreed to look into a big band that played in Hebron this summer, the 39th Army Band and the Country Mile Band for outside.

Brochure:

Brochure should be out by mid-October – will switch to the bigger version and add Bicentennial information. The Committee agreed to order 2500 for fall.

Bicentennial will be doing a booklet in June to have their sponsors recognized and sell ads. It will be a Program Book of the year's events.

Budget:

The Committee reviewed the budget status.

Old Home Day Review:

Games – The Committee discussed not having the games in the middle of the circle this year. It was commented that people missed this and there was a lot of wasted space. For 2019, we will go back. Christina will ask the Highway Department if they can build a TP Toss game for next year. Water Wars was missed so we will add back to the schedule for 2019 too.

Advertising – It was agreed that we need to do more advertising for events throughout the day and update plans throughout the day more.

Participation – It was agreed that the Select Board and other members of management should participate more, especially for 2019 as it is the Bicentennial.

Set up – Will push back the circle to bring the Police and Fire back into the group. Will also push back to include the food vendors more in the circle.

Announcements – Need to keep Tim Martin more engaged, announcing events and talking to the public. Consider the Town speaker system for 2019 and use the wireless microphone from the Town.

Certificate of Appreciation – The Committee agreed to issue to Cielito's for their sponsorship of the mariachi band.

Entertainment – Youth Beatz should be back for 2019.

Other – The ponies didn't make it as the owner was out sick. Chainsaw carving is still a big attraction and should be continued. It was a good location along the backstop.

5K Road Race – The Committee agreed that we need to get their flyers sooner so we can add to the advertising.

Masons – They changed their hours for the breakfast before we could change the brochure. Even though we advertised for them, anyone that had a brochure, had the wrong time. Should confirm their time earlier for 2019.

Parade – In 2019, it is anticipated that there may be a parade for the Bicentennial. It was agreed that the Bicentennial should reach out to Freudenberg to use the bigger lot. It was also agreed that we should have a group meeting with the Bicentennial to plan.

New Members:

Joanne Burwell will be added to the Committee

Scarecrow:

Will post the website for entries. Top 5 will receive \$20 cash.

Christmas:

The Committee would like to bring Where's Rudolph back or some type of event for the holiday season. In addition, they are considering eliminating the decorating contest.

Meetings:

Regular Committee meetings are normally held the 2nd Wednesday of every month at 10:00am at the TTCC and additional meetings are scheduled as needed.

The next meeting is scheduled for October 10, 2018 at 10:00 am at the TTCC.

Having no other business to conduct the Community Events Committee was adjourned at 11:30 am.

Respectfully Submitted,
Christina Goodwin