

 TOWN OF NEWTON, NH

 *Recreation Commission*

Date August 28, 2017

Call to Order - 7:03 pm

In attendance – Vanessa Burrill (Vice Chairman), Christine Kuzmitski, Angela McVey , Bob Faghan, Matthew Burrill (representing Selectmen), Pat Masterson (recording minutes)

Business

Vice Chair Burrill appointed Ms. McVey as a voting member for this meeting. The beginning of the meeting took place outside of the Police Station. Vice Chair Burrill and Mr. Burrill walked the grounds to take measurements for Olde Home Day vendor booths and parking.

Olde Home Day

* *Bonfire*

Chief Alcaidinho said the bonfire will be possible only if the fire danger is low. At least 75 pallets will be needed to create a good bonfire. Billy Ingles, Forest Warden, will determine if the bonfire can be held. The Fire Department may be able to do demonstrations at the event. Also, Mr. Ingles must be contacted for permission to perform a fire dance or any open flame.

* *Face Painters and Balloon Creators*

These vendors are very expensive ($400-$500) so they will not be contacted.

A henna face painter, Denice Kelly of Squirrel Cat Designs, will rent a booth if she can be the sole face painter. She is fully insured and FDA-approved.

* *Volunteers*

Ms. McVey will ask Town Administrator Nancy Wrigley for a volunteer waiver form. Vice Chair Burrill suggested having at least one adult volunteer for the children’s bouncy house, at least two volunteers at the bouncy obstacle course (beginning and end), and three volunteers for the large bouncy house. She also suggested posting age limits on each one. Should parents sign a release for smaller children?

*Recreation Commission August 28, 2017, Minutes page 2*

Rules for volunteers: should they wear badges, no cell phone use, waiver form for each volunteer.

* *Insurance for bouncy equipment*

Mr. Faghan’s company, Live Free Recovery, will sponsor the bouncy equipment under his company’s insurance policy. Mr. Burrill will look into what will be required for the insurance. Mr. Faghan will look into having his employees supervise the bouncy equipment. He would pay them for their time.

Vice Chair Burrill will talk to Chief Jewett about using power for the bouncy inflatable generators.

* *Web page*

Ms. Masterson will contact Diane Morin, Board of Selectmen Secretary, to work on a web site for Olde Home Day. The Plaistow Olde Home Day website may be an example. A list of entertainers, vendors, and events can be included, as well as a description of the day and a call for volunteers.

* *Vendors*
* Vice Chair Burrill suggested placing signs about the event at strategic places throughout Newton. 25 signs can be purchased from SignsonCheap.com for $157.35.

**Vice Chair Burrill made a motion to purchase 25 Olde Home Day signs not to exceed $200.00. Mr. Faghan seconded the motion. The vote was unanimous with no discussion.**

* Chief Jewett will work with the New Hampshire State Police to do a canine demonstration.
* Vice Chair Burrill will follow up on the New England Reptiles demonstration.
* The magician was $350.00 so he will not be pursued.
* Mr. Faghan reported that Dance by Nicole was no longer in business. Vice Chair Burrill will ask another troupe and a fire dancing team. She has obtained Irish step dancers.
* Mr. Burrill will follow up on Smokey the Bear.
* Mr. Faghan is looking into Empower, a 30-minute martial arts demonstration.
* The Historical Society is doing an open house during Olde Home Day. They will advertise the Town Museum and the Marshal House.

**Vice Chair Burrill made a motion to rent a 16 x 16-foot dance floor for $425.00 with delivery, set-up and take-down for $180.00. Mr. Faghan seconded the motion. It passed unanimously with no discussion.**

*Recreation Commission August 28, 2017 Minutes page 3*

* Mr. Murphy is looking into organizing a corn hole tournament.
* A dunk tank is available for $210.00 plus a $40.00 delivery fee. Perhaps a charge of $1.00 per throw or 6 throws for $5.00 can be charged. Dunkees could be coaches, school officials or town officials.

**Vice Chair Burrill made a motion to rent a dunk tank with delivery for a cost of $250.00. Mr. Faghan seconded the motion. It passed unanimously with no discussion.** Vice Chair Burrill will contact Mike Boutin of the Little League.

* Mr. Burrill is organizing five bands.
* The Fire Department will sell steamed hot dogs.
* Possible food vendors include fried dough (Mr. Burrill), cotton candy (Mr. Burrill), Cona Ice (Ms. McVey), ice cream truck (Vice Chair Burrill) and a food truck (Chief Jewett). Vendors, such as ice cream trucks, need to be on file with the Police Department.
* Ms. Masterson will contact Diane Morin, Board of Selectmen Secretary, for contact information on portable toilets – one handicap and one non-handicap.

**Vice Chair Burrill made a motion to purchase rope and stakes for parking cars not to exceed $25.00. Mr. Faghan seconded the motion. It passed unanimously with no discussion.**

* Mr. Burrill will check on portable lighting.
* A shuttle van (transit van) was proposed for traveling from Memorial School, North Bank and the Fire Station to the event area. Mr. Burrill said maybe the shuttle could stop at the Marshal House. Motorcoach will charge $120.00 per hour to transport 29 people at one time.

**Vice Chair Burrill made a motion to rent a transit van for $120/hour not to exceed $1000.00. Mr. Faghan seconded the motion. It passed unanimously with discussion.**

What are the busiest hours? What events will be a big draw? We will need signs that indicate LOT IS FULL and SHUTTLE LOCATIONS, as well as NO PARKING ON STREET.

* Mr. Faghan reported that Sanborn Leos Junior Lions, Austin 17 House, Southern Rockingham Coalition for Youth and Live Free Recovery will have booths. There is no charge as they are non-profits.
* Vice Chair Burrill will also contact Ohana Family Art, a metal sculpture, a hair salon and a book vendor.

**Chief Jewett recommends a chalk line for vendors. Vice Chair Burrill made a motion to purchase chalk for outlining not to exceed $25.00. Mr. Faghan seconded the motion. It was approved unanimously with no discussion**.

*Recreation Commission August 28, 2017 Minutes page 4*

* *Budget*

Ms. Masterson will submit requisitions for the Board of Selectmen. The total budget is $7500.00. Planned expenditures to date are $5647.00.

Senior Event for Olde Home Day

Mr. Burrill suggested holding a dinner or breakfast for Seniors during Olde Home Day weekend. Suggestions included a Friday night cookout or a Sunday morning pancake breakfast. Maybe food can be served by Town officials. Ms. Kuzmitski will take an informal poll of Seniors to get their feedback.

Adjournment

**Mr. Burrill made a motion to adjourn the meeting at 8:51 pm. Vice Chair Burrill seconded the Motion.**

**Discussion: The next meeting will be on September 11, 2017 at the Police Station.**

**The Motion was unanimously approved.**

 Respectfully Submitted,

 Patricia Masterson

 Recreation Commission Secretary