



2/8/24 @2:28 pm

TOWN OF HATFIELD MASSACHUSETTS

Celebration Committee Meeting Agenda

DATE: Monday, December 4, 2023

TIME: 6:00PM

LOCATION: MEMORIAL TOWN HALL

Meeting Minutes

Attendees: Diane Barstow, Anna Holhut, Tim Paciorek, Kathleen Wyckoff

- 1. The meeting was called to order at 6:03 PM.**
- 2. Community Forum.**
 - A. Guests: Robert Betsold and Chief Bob Flaherty
- 3. Approval of minutes.**
 - A. The committee approved the minutes from the October 23, 2023 meeting. Kathleen Wyckoff made the motion. Diane Barstow seconded the motion. All committee members voted unanimously in favor.
- 4. Bills and Communications**
 - A. The following bills and checks have been received:
 - a. \$1,800 for Pacific Printing for the banners
 - b. \$7,000 for Central Maine Pyrotechnics for the fireworks
 - c. \$250 sponsor check from Fish Tails
 - B. Diane Barstow made the motion to approve the expenses. Kathleen Wyckoff seconded the motion. All committee members voted unanimously in favor.
- 5. Business.**
 - A. Luminarium
 - a. Signs
 - i. The cost of new metal signs is \$150 each/\$1,500 for 10 signs, which includes the frames. There is an existing supply of frames. The committee reviewed the existing text and discussed having new inserts pre-printed with "Luminarium Saturday" and then annually customizing vinyl stickers with the exact date. Anna Holhut will check with the vendor for an estimate.
 - ii. The coroplast signs are \$12-\$13/piece.
 - iii. Chief Flaherty will put out the signs.
 - b. Ceremony
 - i. Julia from the office of State Representative Lindsay Sabadosa called, as Representative Sabadosa is interested in attending and

speaking during the program Chief Flaherty will follow up on the inquiry.

- ii. The committee reviewed and finalized the agenda. Diane Barstow will email it to Robert Betsold for the flyer, and include Chief Flaherty, the Hatfield Congregational Church, and the Hatfield Library. Chief Flaherty requested that the flyer include a reminder about keeping headlights on while driving. Robert Betsold will email the final flyer to the committee to print and distribute.
- iii. There will be parking near the town hall. Cones will be set up immediately before the ceremony to block the driveway to allow ample room for Santa' arrival on the fire truck.
- iv. Robert Betsold will confirm the radio and follow up with the band and Father Raymond.
- v. Lyric sheets will be distributed.
- c. Press Release
 - i. Diane Barstow will send the press release to local media outlets, with the approval of Chief Flaherty.
- d. Fireworks
 - i. The rain date is December 30. A decision will be made by 7:00 AM, the day of the event by Central Maine Pyrotechnics.
 - ii. The committee discussed luminarium and the schedule of events if it rains. Only the fireworks will be postponed to December 30. All other activities will occur on December 23. Anna Holhut will follow up with the DPW in the event of snow to ensure the pavilion area is cleared.
 - iii. By law, Chief Flaherty will sweep the yard in the morning after the fireworks and clear the area.
 - iv. The road will be shut down from the American Legion to School Street during the fireworks. Chief Dekoschak is all set.
 - v. Chief Flaherty will send the invoice for the fire detail to Anna Holhut.
- e. Other items:
 - i. Fishtales is opening their patio. The Mill River Tavern is also planning something for that evening.
 - ii. There are no active Boy Scouts, so Billy Englehardt needs assistance setting up the candles in the center of town and on the south common. The committee discussed possible volunteers including students for community service requirements. Treeworks is seeking volunteer opportunities. Chief Flaherty will contact them.
 - iii. Social Media: Kathleen Wyckoff will work with Kristy Dwyer for the Facebook posts.

B. Park Concerts

- a. 2024 Dates (third Friday of the month):
 - a. May 17
 - b. June 21
 - c. July 19
 - d. August 16
 - e. September 20
- b. The committee discussed applying for a Cultural Council grant to

sponsor one of the concerts. This needs to be researched.

- a. The committee is requested to bring suggested ideas for bands and food vendors to the January meeting.

C. Fund Raising

- a. Sponsors – The committee decided to hold the discussion.

D. Social Media/Promotion

- a. Diane Barstow reported the email is active and monitoring the account.

E. Banners: Anna Holhut will coordinate with Phil Genovese at the DPW.

6. Unfinished Business

- A. Welcome to Hatfield sign: The committee will re-initiate the conversation.

7. Unanticipated New Business.

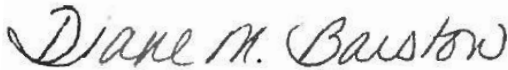
- A. None.

8. Next Meeting: Thursday, January 11, 2024, 6:00 PM.

9. Meeting Adjourned at 6:45 PM. The motion was made by Tim Paciorek and seconded by Kathleen Wyckoff.

Minutes approved by the committee on January 11, 2024.

Respectfully submitted to the Town of Hatfield by:



Diane M. Barstow

02/06/2024

Date