

Town of Southwick Meeting Minutes Southwick 250th Anniversary Committee

Monday, May 20, 2019, 6:30 p.m.

In the Community Room @ Town Hall

Members in Attendance: See Attachment "A" -2 Page(s) Sign-In Sheet

The Meeting of the Southwick 250th Anniversary Committee was called to order by Chairman, James Putnam, at 6:30p.m.

Chairman, Jim Putnam gave a big thank you to the Float/Parade Work Group. Mike P, Buzz Caron, Martin Lee, Barbara Wescott. We want to thank Mr. Moccio donated the trolley and stored it. Bob Johnson, Town Maintenance was gracious enough to be our driver through the Westfield parade. The Southwick Police also escorted us to Westfield.

Public Comments: None

Here are the changes to the budge as of today.

01122-549901 Current Year 250 th Celebration	5,000.00	0	Balance: \$5,000.00
01002-549901 Current Year 250 th Celebration	5,000.00	\$1,125.00 History Book \$134.00 Parade Banner	Balance: \$3,741.00
2514203-529900 250 th Celebration Earmark	25,000.00	\$9,997.00 Brackets \$8,712.50 50 Banners \$3,999.55 Souvenir's \$2,290.95 Deposit on Fireworks	Balance: \$0.00
2725660-529900 250 th Celebration Gift	4,983.76	0	Balance: \$4,983.76
Southwick Civic Fund	\$1,000.00	\$140.00 Table Skirt \$84.45	Balance: \$ 775.55

Balance: \$14,500.31

Chairman Report:

Jim stated that we need to find out who is in charge of the Memorial Day parade, so we can get the float in it. Marcus Phelps said he already has the contact info for that parade.

Jim Putnam stated that the next time we use the Trolley would be the Memorial Day Parade, in September for the Big E and in October for the Farm Parade. We can take down the panels and keep them somewhere until we need them again.

Jim Putnam said that he is trying to get the school on board with our 250th events. He is still trying to get together with the schools, high school and middle school. Jim also introduced himself to the school's band leader, Rich Quinn. Jim will meet with him again to see what they would like to be involved in. Rich mentioned that there is a Southwick song from the 70's, but the lyrics needs updating. Someone mentioned an alumni band.

Work Group Reports:

Outreach and Social Media:

Jim Putnam has reached out to a town resident about doing the social media page but they cannot take on this task at this time. Jim is still determined to find someone, it is an on going task. Deb H. mentioned that you might want to talk to Jerry Patria, he serves on a few committees but might be interested. Deb says he is her neighbor and will ask him to contact Jim.

Jim also mentioned that our Facebook count to date is 389 followers, 3566 post reached. Deb and Jim will be doing press releases for the upcoming events.

Jim thanked Freda, Deb, Barb and Cindy for putting together a packet and setting up and manning the table at the Town voting. Michelle Hill told Deb that she has no problem setting them in the Lobby next time.

Jim purchased a table skirt for the table for \$140.00. We can use this at other functions.

Celebration Events & Youth and Schools Workgroup:

Freda Brown gave everyone a Tentative Calendar of Events sheet. See Attachment "B", Starting with:

December 1, 2019 - *Light up Southwick*, a house lighting contest with the winners announced New Year's Eve. Freda is hoping that the business's will participate also. The participants will receive a participant bag, and there will be prizes for the winners.

December 7, 2019 - *Tree Lighting and Craft Fair*, hosted by the Southwick Civic Fund. Elizabeth Deedy stated that they will get 30-40 Christmas Trees from Cowards farm, 4ft-6ft. and they will be put in front of Town Hall. They will be looking for business's or Civic groups, to purchase a tree decorating for \$100.00. Joe Deedy stated that they will also get 8 fake trees to place inside lobby for maybe the Senior Center to come decorate. There will be a craft fair during the lighting. Hosted by Southwick Civic Fund.

December 31, 2019, *First Night Southwick* - a Fun family activities night from 4-8 including a bonfire and fireworks at 7pm. Local businesses invited to list New Year's Eve and/or specials on our calendar. Movie @ Woodland/Rec Center.

February 15, 2020 - *Winter Carnival* - Winter outdoor and indoor activities throughout the town. Ice Bar sculpture.

March 14, 2020 - *Pub Crawl* - Chartered bus to bring Crawlers to participating venues from 3-8pm.

May 2, 2020 - *Step into Spring* - Run/Walk wellness fair and family daytime activities, vendor fair, hosted by Run Walk Southwick.

July 4, 2020 - *Boat Parade* - Prizes, Hosted by Citizens Restoring Congamond.

July 8, 2020 - *Sunny Southwick 250* - Festival and Fireworks

August 2020 - *Revolutionary* - Still looking for a group for this event, could be Civil War group reenactment.

September 26, 2020 - *Autumn Pumpkin Festival* - We picked this time because this is when pumpkins are usually ready. We are talking to the Cigal family to see if they will do this event with us, just on a larger scale.

October 9-12, 2020 - *Southwick Regional School Reunion Weekend* - Friday, graduated classes cohorts to gather with no cover charge, cash bar, food. Sunday, Brunch (Looking for venues to serve as hosts).

October 10, 2020 - *Grand Parade* - followed by activities at Whalley Park, Music, Old Tyme Baseball game (maybe fire and police), held in conjunction with **Southwick Animal Parade/Southwick Civic Fund**. Hudson Drive to Town Hall.

November 7, 2020 - *Taste of Southwick Gala* - Possible Tents, if weather permits. Could look to go to Rec Center, with tents outside. The restaurants will be responsible for the food. Ray Snow stated that the Rec Center holds 440. Possible 500 show up.

Roberta asked if someone can get a wristband but not get on the bus. Freda stated there could be exceptions for people who cant ride a bus.

Roberta also asked what amount of donations are we looking for the Fireworks. Joe Deedy stated that he will take any amount. Roberta stated that Don Prifti was interested. Roberta also mentioned that she knows that the two Golf Courses in Town want to have some events to tie into our events.

Funding & Budget Workgroup:

Russ Fox said their group met, and he is asking that all our members see if they can ask any Civic group you belong to, to purchase a banner. See Attachment "C"

Roberta asked what size the banners are. Lisa stated that they are 24" x 62.75".

We need to spend the State funding money before the end of May.

\$25,000.00	State Funds
<u>-10,000.00</u>	Brackets
\$15,000.00	
<u>8,712.00</u>	Purchase of 50 Banners
\$ 6,288.00	
<u>3,999.55</u>	Lee's purchase
\$ 2,288.45	Deposit on Fireworks

Historical Content, Publications Souvenirs Workgroup:

Charleen Goodwin gave Lisa their notes from their meeting on May 13, 2019. See Attachment "D".

Lee stated that they met twice. Lee shared the book, passed it around so everyone could see it.

Lee stated that they were purchasing 101 sweatshirts, 101 short sleeve tee shirts, 144 mugs, 144 pint glasses, 100 hats, all at cost.

Barbara Wescott asked where the items would be kept, when they get them and Lee stated he was told there would be room here at the Town Hall.

Joe Deedy asked Lee what the turnaround for the items would be. Wanted to know if it would be two weeks or months to get more. Lee stated that he believed it would be less than a month, but will ask.

Russ Fox stated that we need to get these items ordered so we can use the State funding before the end of May. Lee told the committee that the items and amounts are as follows:

101 - Tee shirts = \$791.63

100 - Pullover Sweatshirts = \$1,265.00

72 - Baseball caps = \$900.00

144 - Coffee Mugs = \$603.36

144 - Pint Glasses = \$214.56

Total = \$3,999.55

See Attachment "D" for further details.

Anniversary Parade and Float Workgroup:

Barbara stated that people loved the fact that Marcus and his wife dressed up in costumes.

Marcus says that he got to see their staging area, porta pottys, food areas, garbage cans.

Marcus stated that the Westfield Historical group gave Southwick Historical group their Canal boat float to use in our parade. Lee Hamburg stated that it took about a half dozen men to get it off the trailer.

Marcus also found out that Suffield is celebrating their 350th next year also, and their parade is on October 10th, 2020 at noon, and our parade is at 1pm. Troy Henke is looking to get golf carts during our parade.

Marcus stated that he hasn't yet heard from Town Counsel on the parade permit package and the extra insurance we might need. Lisa said that she gave all documents to Robin Solek in the Selectman's office to give it to Town Counsel and she was told, that it wouldn't get back to us before Town meeting 5.21.19.

Reberta stated that Westfield sold a scarf for \$15, hats for \$15, little flags were free, a ring that glows colors at night. That they also had a bounce house for kids, they had a road race, a pancake breakfast, a concert at 7pm and people were setting up chairs for that at 4p, and fireworks at the South Middle School.

Jim Putnam stated that there were a lot of home made things in the parade, nothing like our float.

Freda Brown asked why the parade stopped going all the way to the cemetery. Russ Fox stated that it is the American Legion that decided it was too much to walk that distance and that they changed it to go from the Summer house to the church and then everyone drives to the cemetery.

New or Old Business:

Barbara Wescott stated that her and John participated in a sticker event, and that she thought it would be a good addition to our events. Groups or Business's would buy stickers 1,000 for \$160 through them, and post when their Business would be giving them out. Patrons can collect all 20 and place them on a form, and that would then go into a drawing for a prize. Russ Fox was afraid that this done too soon, would be taking away from us getting business's to purchase a banner, which is our first task. Maybe this can be done for November 2019 after the banners are purchased.

Marcus Phelps asked if we could purchase tee shirts that say staff, so people will know who to seek out during our events if they need help, or questions. The tee shirts Lee is purchasing are \$7.50 each.

A MOTION was made by Jim Putnam seconded by Russ Fox (Vote-Unanimous) to adjourn the meeting at 8:09 p.m.

Respectfully submitted,

Lisa A. Anderson

cc. Town Clerk