

# WFFF Minutes

*Sugar River Bank 9/26/2016*

Board members and community members present: Ginger Marsh, Ray Martin, Ron Bryson, Bec Bryson, Kristen Riley, Buzz Whalen, Patrick McGowan, Joan Saunders, Mike Marty, Sam Lick, Bill Chandler

## **Agenda**

- Vendor requests
- Location
- General updates / timeline tasks
- Rides
- Crafts
- Volunteers
- Setup details

**Next meeting:** Monday, October 3<sup>rd</sup>, 7:00pm will be our next meeting.

**Minutes** from September 19<sup>th</sup> were approved.

## **Police update. Bill Chandler.**

- Kearsarge Street extension will be shut off. Main Street will be one way. Kearsarge Street will be closed Geneva to the bank. Barricades will be added on either side of the bank once the bank is closed.
- Cruiser will be stationed for parking at Nichols 11-4 Saturday and Sunday. Will move to Split Rock when Nichols fills. Will give priority to moving buses in and out.
- Bus will stop in front of town hall on Main Street.
- Police will be located at the Legion Hall during the festival. Personal vehicle parking for officers at H.R. Clough.
- Emergency plan will be the same as last year, but we will need to update the vendor map.
- Need to save significant portion of Henley field for Oxen. Crafters can park at Hill's.

## **General updates**

- Ray ordered a dumpster for cardboard in addition to the large dumpster.
- Tents – still need to determine location/setup for picnic tent.
- Buses are all set.
- Ray will order small propane for lobster and chicken tent. No other propane needed.
- Electrical will finish up Thursday.
- YCN will broadcast the parade. Ray will be the voice of the parade.
- Ray did the Hippo interview last week.
- Bec and Mike will do interview with Peter Saint James on Thursday.
- Ron providing info to Union Leader this week. Looking for some volunteers to get quotes.

- Junior class advisor is out for the festival weekend, so Sam is thinking they might not be able to do their piece. Suggestions to ask for another advisor/representative for insurance coverage. Maybe team up with sophomores. Sam will investigate more.
- Insurance is all set.

### **Rides**

- Rides: Train in front of school, upper lot. Bouncy house on the bark mulch. Basketball court 1 ride. Slide and funhouse on upper parking lot. A ride or two on the flattened lot next to Odd Fellows Hall. 9-10 rides in total.
- Rides contract is in from Miller amusements. They provide ticket booth coverage, staff. They pay us 25% of gross amount of sale. Last year approx. \$7K. \$350 per food concession stand. Fried Dough, Cotton Candy, French Fries. Some adjustments need to be made for price changes and various conditions in the contract.
- 2 floodlights in the parking lot need to be turned off in order to set the rides up. Cost from Eversource is \$750 to shut these off and turn them back on again. This is a large increase from last time, several years ago. Ron will work with Eversource and Miller on the plan.

### **Crafts – Buzz**

- Filled outdoor space, have at least 10 for triangle, can start to go up the road. Lost one spot due to drain from upper area. There should be a piece of plywood to cover the screen there so we can recover that space.
- Inside main floor has 2-3 open spots where people haven't paid, basement has a couple open spots.
- Character artist may be in a smaller space, Ron will follow up.

### **Volunteers**

- Beth should contact Laura to see if any PTO folks filled the volunteer slots.

### **Setup / Things to do this week**

- Stringing and stakes need to be put in Sunday. Meet at the Festival shed at 2:30.
- Need to barricade the cemetery.
- String needed for parking lots. Ron to call Cyr Lumber. 20 large rolls, 40 orange flagging rolls. Will need to start stringing this Sunday. Also need marking paint for crafters.
- Booster tickets need to be strung. Ray to order string, give to Ginger so she can have them done.
- Need to order decorations for town hall, lobster tent and info booth.
- Festival Friday setup, Oct 7: Board meeting 7:00 at Schoolhouse Café.

Ray made a motion to end the meeting. Mike second. All in favor. Meeting ended at 8:35pm.

Next board meeting will be Monday, October 3<sup>rd</sup>, 7:00pm at Sugar River Bank.

Meeting to set up the stakes is Sunday October 2<sup>nd</sup> at 2:30 at the Festival shed.