

Minutes from May 3, 2021 Warner Fall Foliage Festival meeting

Attending: Ray Martin, Shawn Coe, Beth Lukaitis, Deb Nasheim, Nancy Ladd, Lauren Horner, Ben Debrowski, Hanna Whitmer

Item: Reviewing the current guidance for Events and Gatherings.

Follow up: Beth linked the most recent information available (link located in the Further Info section.) The guidance didn't specify how NH employers were to ensure, in our case the volunteers, health and wellness. It was agreed that lines would have to be monitored and best practices are used. At least until we learn what else can/must be done.

The Governor ended the mask mandate as of May 7th, 2021 and would not be renewed.

Item: How many volunteers will we need this year due to extra tasks and duties, i.e. Wiping down the busses between uses, manning limited number entrances etc. Also, how many volunteers are we going to be able to recruit due to Covid concerned individuals?

Follow up: Usually there are between 100-150 but, at this time, it is so uncertain that there's no way to predict. To be decided as we get closer to the actual event. Too many variables and unknowns at this time.

Item: Should the need arise to reduce the overall size and scope of the fair, what do we remove from the list of events

Follow up: Putting up the Beer Garden is inadvisable as it inherently causes a social distancing and mask wearing obstacle. The Parade is too great a Social Distancing deterrent; it was agreed that WFFF would forgo both events for 2021.

A Non-Parade idea was presented by Nancy (Stationary floats, spread out that people can visit in smaller groups.) as an excellent alternative- IF we have space for them. Ray is considering requesting the entirety of Main street be blocked off, with traffic being rerouted in both East and West directions along the usual route.

The Oxen Pull and Woodsman competitions are possibly on the chopping block, as well. TBD

Item: How can we control crowds at stationary events, especially where the music Stage is?

Follow up: Ideas were discussed about how to manage numbers (in all events) but especially at the Stage lawn; as there are no defined entrances/exits and no practical way to police the area. The possibilities included putting up gates so there is only one way in/out and signs, Seating/Watching areas outlined and placing 6ft markers on the ground. Also having a few volunteers “count” the number of bodies in certain areas, such as inside town hall, only admitting a certain number of people at a time.

Spreading out the Booths/tents is going to have to occur as well as limiting the number of vendors inside town hall.

If there are food trucks and or the lobster/chicken tent, multiple lines should be formed and policed.

Item: Bussing people to/fro with Covid guidelines in place will require extra time, volunteers and more busses.

Follow up: Probably going to use 3 busses to allow for social distancing and to have time to clean the busses between trips. We will REQUIRE ALL PERSONS ON THE BUSES WEAR MASKS AT ALL TIMES> Therefore, we need to have several boxes of masks that we can hand out to those who come without one.

We also are going to need to acquire lots of disinfection products. Lauren is going to work on getting donations of antibacterial wipes and gloves for the volunteers. *Not discussed in meeting*

Item: The list of sponsors will be divided between the board members at the next meeting June 7th,

Follow up: WFFF will be using the traditional trifold brochures; The cost was very similar between the brochure being printed vs the flier having to be mailed out due to postage. As far as sponsors, we have to get their response by the end of July in order to include them on the brochures so we can place them in all the usual places 4-6 weeks before the event.

The option of also posting brochure info Online at the Website so people can pull it up on their phones will be discussed with ParkerWeb.com in the near future.

Item: We have a new storage space!

Follow up: The “Old, Old firehouse” across from the schoolyard playground is being emptied out and WFFF is taking over the space for storage of all Festival items. There was mention of a *Moving Party* to be held in the next couple of months to make the switch.

Item: Parking at the lot on Depot Street is available for now.

Follow up: The old sparkling water business on Depot St. has not yet sold. Ray inquired if we still had permission to use it; The answer was Yes, providing we include their building in the festivals insurance policy.

Item: Ray has preliminary numbers about the donations made last year from WFFF to the Fuel Assistance Fund and the Food Pantry.

Follow up: WFFF donated appx. \$5,000 to the FAF who helped between 10-15 families buy fuel and appx. \$10,000 to the Food Pantry who are serving upwards of 300 families. (Wow! Great job all!)

It was recommended to share this information on WFFF Facebook page as it is just great publicity and shows folks where the money goes. Either have David Bates post the info when numbers are concrete or allow admin privileges to others for this purpose.

Item: It was suggested that we update the Board Members list and add a tab to include meeting minutes to the official webpage.

Follow up: Lauren will/did email Caleb Parker to ask about making said changes. Caleb suggests adding individual's photos to the Board Members page and cleaning up the layout. He is currently awaiting a decision whether to add just this year's minutes or all the way back to 2016?

Item: Will we “dedicate” this year as we did last year?

Follow Up: TDB

Item: A motion was made to approve minutes from last month's meeting.
Follow up: Seconded and approved unanimously .

****June 7th, 2021 will be the next meeting at Cafe One East.***

FURTHER INFORMATION:

<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>

<https://www.covidguidance.nh.gov/>

<https://www.covidguidance.nh.gov/sites/g/files/ehbemt381/files/files/inline-documents/guidance-universal.pdf>

<https://www.covidguidance.nh.gov/sites/g/files/ehbemt381/files/inline-documents/sonh/guidance-fairs-festivals.pdf>

All of the guidance on re-opening can be found here: [NH Economy : Welcome](#)

Performing arts venues: [Performing-Arts-Venues-DRAFT-3-9-21.pdf](#)
([nheconomy.com](#))

Amusement park guidance: [Microsoft Word - Amusement Park Final Draft](#)
([nheconomy.com](#))

Fair guidance hasn't been updated since June:
[ArtsSector-FestivalsandFairs.pdf](#) ([nheconomy.com](#))

Governor's orders can be found here: [Welcome | NH Covid-19 Response](#)