

Town of West Boylston
Celebrations Committee
Meeting Minutes
July 11, 2023

APPROVED

Celebrations Committee meeting called to order at 6:30 PM. Members Present:, Mike Mulryan, Bryan Levangie, Pat Crowley, Betty -Jean Lane, New Member Elisha Lynch

Absent: Nate Orciani ,

Guests: Jennifer Warren-Dyment , Town Administrator

Correspondence: None

Meeting minutes accepted from May 16, 2023. **Motion** P Crowley, Second Betty-Jean Lane.

Old Business:

Betty-Jean- Banner Update A few months ago we talked about reaching out to companies who are new to WB to try and get them to sign up for banners. We had planned on doing this after the May town meeting and charging a prorated amount to put the banners up just from August - Sept so they would renew at the same time as the other banners in April.

I received an updated estimate on the banners and they will cost \$425 each. At this cost, it is not worth trying to sell new ones mid year as there would be no real profit margin unless the company renews again in spring, which is not guaranteed.

Instead, we will do a mailer in February next year to try and solicit new companies for the banners to then go up 5/1/24 at the \$650 level.

Let me know if you need any further information. Thanks!

Newly purchase sound equipment worked well during movie night dry run.

In case of rain Movie Night will be canceled.

Thanks to First Congregational Church for hosting an indoor movie night due to rain.

Walmart willing to donate money for Movie Night snacks. Must comply with town rules on donations.

Signage for Movie Night, ground level day of, discussed. M Mulryan will contact Connor sign for ideas.

Motion P Crowley , seconded by B Levangie Authorize 500.00 for “day of movie night signage. Passed.

Roadside Banner Update: Betty Jean Lane

New Business

Fall Festival: Town Administrator Jennifer Warren-Dyment discussed with the committee continuing the Fall Festival for 2023. After discussion and ideas, the committee voted to have Betty-Jean Lane and Bryan Levangie serve as co-chairs. The town administrator will be the contact for vendors. The committee agreed to 40.00 for all vendors including food trucks. No cash. Invoices only. Date: October 24, 2023. Hours 12:00 – 5:00 PM.

Bryan Levangie/ Betty-Jean Lane (Co Chairs), Jen/Betty -Jean (Vendors), P Crowley (Permits/Activities),

M Mulryan (Site Layout), Pam (Food Trucks), B Levangie (Entertainment/ Bands)

Hi. Here's the notes I took at last week's meeting:

Fall Fest Date/Time October 21 11:00-5:00

Vendors will be charged \$30. *The charge for all was 40.00. Need vote of committee.*

Town Admin will be central repository for vendors.

Considering adding a beer garden if we can get a brewery to handle all aspects and we can find a good location.

Subcommittee assignments:

- Site Layout - Mike
- Vendors - Jen (BJL to help)
- Permits - Police - DPW - Pat
- Food Trucks - Bryan to see if Pam will lead again
- Entertainment/Kids Activities/Performances/Band - Bryan
- Marketing - Jen will do poster and Facebook event - BJL will work on other promotions
- Scarecrow contest - Elisha and Pat
- Brewery - Jen

I thought I left with more to do but it looks like Jen is taking full lead on the vendors - so if you need help with entertainment let me know and I can make some calls.

Betty-Jean

Introduction Coffee: Celebration Committee agreed to facilitate an informal meeting of town officials, religious leader, civic organizations etc. The purpose of informal meeting is to introduce ourselves to each other. The Committee and the Town Administrator agreed to support a fall date TBD.

Meet the Candidates Night was discussed, cautions were mentioned.

Holiday Tree Lighting. Purchase star for tree top. Santa has been booked. Holy Cross Chorus/Supply Hot Chocolate. High school chorus also on stage. Check lights beforehand. WBMLP has additional lights. Date: December 3, 2023. Starts at 4:00 PM.

Next Meeting: August 15, 2023

Respectfully, M Mulryan, Chair

