

**Kingston, New Hampshire  
Kingston Days  
Meeting of 8 Jun, 2023  
MINUTES**

The meeting was called to order at 7:04p by the Chairman, Stacy Dion

**PRESENT:** Steering Committee members Stacy Dion, Chair; Greg Santos, Treasurer; Glen Milhomme, Logistics; Laurie Szwed, Select Board rep; others present, Stacy Gray, Courtney Deschenes, Charlotte Boutin

Non-Public session entered per RSA 91-A:3,II at 7:06p

Non-Public session ended at 7:19p

**APPOINTMENT:**

Jennifer Higgins-Petry came to the meeting to discuss running the 5k. She got a couple of rough estimates, ~\$2500 for the timing system, bibs, publicity and registration. Would need additional sponsors for t-shirts, prizes, and cost of police details. She is willing to do all the leg work to get sponsors and manage the 5k. The HS cross country teams will help with the race. Need to decide limit of t-shirts, and race route. She is working with Stacy D to get any additional information. The race will be called Kingston Days 5K and race will start at 8a.

**ACTION:** Stacy D to give access to Jennifer for the Sponsor Folder.

**OLD BUSINESS:**

1. Sharing of folders and data: discussion centered around ensuring all sub-committee chairs are storing information pertaining to KD in the appropriate folder so that others may access it when needed. All agreed that this the way forward.
2. Yoga schedule: discussed if we want yoga on both Saturday and Sunday. Decision is Sat/Sun at 9a and Sun 3:00p. If only one session on Sunday, 9a is preferred.  
**ACTION:** Stacy Gray will contact Erica from The Iron Cactus to finalize the dates/times.
3. Confirmation of Porcelain Jumpsuit: discussed the best time to have the band play considering all the available time slots. One member of the band was unavailable on Friday evening, which was preferred. Requesting Sat, 3-4p.  
**ACTION:** Stacy Gray will contact POC and request Sat 3-4p.
4. Confirmation of Fireworks Sponsor: emails have been sent to Chief Pellerin
5. Confirmation of Mini-Bikes and Insurance requirement: Paul Johnson has received \$2K in sponsorship for the mini-bike demonstration. He is working with

an insurance company. Received a quote for \$700. Plan is to have Paul charge KD for the cost of the insurance since the event is otherwise no cost and all sponsorships are to benefit KD. Paul said he could possibly do two shows, morning and evening on Saturday.

ACTION: Stacy D to discuss with Paul possibly doing a show on Friday. Insurance cost is a consideration.

6. Confirmation of K9 demonstration: Set for Sat at 9a. Stacy D has calls out to Chief Johnson, who is working with Rockingham County.
7. Field Day Plan: Stacy D is meeting with Paul Butler on 13 Jun to finalize plans for activities.

## **NEW BUSINESS:**

1. Decision regarding Political Parties attendance during KD: the concern is a recurrence of last year when a political person was raffling off an assault weapon and walking around the Plains. This caused many residents to be unsettled. Discussion ensued around making KD nonpolitical and not allow any party affiliation to have a vendor table.  
The parallel discussion was concerning the raffling off or selling of firearms during the KD event. Consensus was not to allow the raffling off of firearms and if selling firearms, they would not be allowed at the event.  
Regarding not allowing political parties to the event, the following motion was made.

**MOTION:** by Chair Stacy Dion to not allow political tables at Kingston Days.

**SECOND:** by Laurie Szwed

Discussion ensued regarding the solicitation that would occur if politicians were in attendance.

All in Favor: 4, Against: 3

Further discussion ensure. Motion tabled to redo guidelines for politicians to include the cost of attendance. Vendor tables are \$75 for the entire event. All agreed that cost is too low since they are not vendors.

ACTION: Stacy D to create guidelines for political party participation.

2. Determine quantity of programs and t-shirts for pricing: Stacy showed two options, large program with cheaper paper or smaller program with glossy paper. Group decided on smaller programs with cheaper paper. Quantity of 1000 with a suggested fee of \$1 per program. Greg discussed option of using a QR code for a digital program. Need a website to host. Someone mentioned that Phil Coombs farm has a website and that he may consider hosting the program pdf on that for KD.  
ACTION: Stacy D to approach Phil Coombs on hosting the program pdf for KD on his website.  
T-shirt discussion: three possible types, Kingston Days, Kingston OG and Staff t-shirts.

Greg brought up the possibility of having a company sell merchandise after KD is over by creating an order form that residents can order from; have t-shirts available during the event but other merchandise for order.

3. Discussion between Greg and Stacy D regarding the Purchase Order / processing of checks process and upkeep of budget spreadsheets was held. Decision was made to take the conversation offline and to streamline the process.
4. Stacy D stated that she is receiving a lot of email in both the Kingston Days email account and her personal account. She requests that if someone from the committee needs to contact her with questions to use her personal account, [luvpups@yahoo.com](mailto:luvpups@yahoo.com). It appears that many emails go to spam when using the Kingston Days email account.

#### **SUBCOMMITTEE UPDATES/NEW BUSINESS:**

1. Logistics: Glen received three quotes for lighting. Going with Apollo Outdoor Lighting  
**ACTION:** Glen to send Greg contract in order to issue PO for deposit for ½ the cost = \$600
2. Sponsors: committee are Stacy D, Stacy G, and Greg Santos. Campers Inn is sponsoring the Cornhole tournament.
3. Budget: Greg issued a PO to Wicked Cornhole for a deposit for KD
4. Activities:
  - a. Greg discussed a contract for Kathy Atherton who will be drawing caricatures for KD. She will most likely provide 2 artists for the 2 ½ days, no fee to her for the space. Also, Kathy is going to split profit with KD 75/25.
  - b. Stacy Gray brought up Axe Town who reached out to KD about setting up a mobile axe throwing for the event. Initially the event was not approved for KD but because the company is willing to setup at no cost to the event, all present agreed that having the activity is a good idea. As previously agreed to with caricature drawing, requesting that profit split be 75/25; or at least use that as a starting point to negotiate.

**MOTION:** by Laurie Szwed to allow the Activities Subcommittee to contract companies for KD without a vote on the following conditions: activities are a) no cost, b) does not require a lot of space, c) require no people resources from KD, and d) is not a high risk activity. All insurance requirements must be met.

**SECOND:** by Stacy Dion

**All in favor**

5. Burn Barrels: ½ cord of wood is being donated by Douglas Butland. Request that they complete a sponsor form so that they can get tax credit and advertising.  
Action Item: Glen to talk to Douglas Butland to complete the form.

**MOTION:** by Laurie Szwed to approve the meeting minutes as written from 1 Jun 23.

**SECOND:** by Charlotte Boutin

**All in favor**

Next Meeting: 22 Jun 23, 7p at Kingston Fire House

Meeting Adjourned at 9:10p

DRAFT