

Approved
13April2023

RECREATION COMMITTEE – MINUTES February 16, 2023

Present: Kathy Hogue, Ginifir Giddinge, Heidi Richards, Coren Wheeler, Courtney Hardwick

Excused: Ainsley Newton

1. Minutes of December 7, 2022 and January 26, 2023 were both approved as written.
2. Finances / Budget Request
 - a. The request for town meeting warrant reflected Pumpkin Festival costs for printing tee shirts and hats and for a porta potty totaling \$2,230. Kathy attended the Budget Committee meeting on February 13. Heidi suggested we might want to add a little bit to that request to cover some unexpected expenses, for a total request of \$2,500. Kathy will email the Budget Committee of that change and it will be presented at the February 27 Budget Committee meeting.
 - b. The invoice for the Pumpkin Moon Bounce (\$345) has been submitted to the Town Administrator and will be on the February 27 Select Board warrant for payment. This will be paid for from Recreation Committee 2021/22 budget.
 - c. Kathy reported that she is working with TA to purchase a 10 x 10 pop up tent for our events. The cost is roughly around \$300 and that will also be paid for from our 2021/22 budget.
 - d. As per the Town's adopted Purchasing Policy, members cannot use the Town's credit card; all expenses must go through Town Administrator. Also, members are not to use personal credit cards and then be reimbursed.
3. MUNICIPAL SIGN: A meeting was held with a representative from Bailey Signs to ask questions and review options. Meeting notes have been submitted to the Town Administrator and Select Board. An RFP will be drafted and sent out by the Town Office.
4. UPCOMING EVENTS
 - a. Heidi and Kathy reported that they met with Craig Dietrich to finalize plans regarding the display of Sherry Dietrich's maps. Since deciding to put together this display, Sherry has sadly passed away but she was happy for this event we are planning. The date has been set for April 1ST from 3 – 6:00pm to host an open house for viewing the maps and to remember Sherry. Refreshments will be provided and Craig will speak/welcome. It was moved, 2nd and all voted in favor to host this non-profit community event.
 - b. Family Movie Night, Sunday April 2 at 3:00pm. We will provide popcorn and drinks, the event is FREE. Heidi will get the movie and the rights to show it. Kathy will check with town office regarding the use of the projector.
 - c. Community Day, Saturday, May 20. Heidi reported that ECO Maine will be happy to come to the event again. It was agreed that the Recreation Committee will host a plant sale – seedlings, perennials, house plants – proceeds to benefit future events.

d. Pumpkin Festival

1. Heidi spoke with Christ Silsby, Bradbury Mountain Park Manager about parking there and having haywagon shuttles. We will need to find the tractor and hay wagon and will need to also purchase hay. We will walk the “route” this spring to determine the path we will use.
 2. Contests we will host will be: Pownal Pumpkin Pantry where residents will bake a goody using pumpkin as an ingredient to be judged; prizes awarded, and then the baked goods would be donated to the pantry to sell. Also we will have a Giant Pumpkin Contest.
 3. Community Exhibit: Showcase handiworks by residents: needlework, art, photography, woodwork, etc.
 4. Kids Activities – Kathy met with IMPACT to see how they want to participate and if they would be in charge of all kids games/activities. They thought it was a good idea and will give us their answer in April.
 5. Arts and Crafts – table fees to be determined taking in to consideration the insurance requirements. Elaine Schmidt who has offered to coordinate this part of the festival will be at the April 26 meeting.
 6. Parade Theme will have a quirky pumpkin title – to be determined. Alan Bradstreet to coordinate this.
 7. Kathy is meeting with Congregational Church ladies to talk with them about what their participation will be and to look at how we can use some of their grounds.
 8. Music and Food/Food Trucks to be determined.
 9. Historical Society – hoping to have an re-enactment – Johnna White to look in to .
 10. Kathy has invited Marcus Ballou from MMA Risk Management to talk about insurance requirements for the event and to ask questions to the April 26 meeting.
 11. Ruth Hannan emailed to say that she was working with Maine Wildlife Park to see if they would come with their traveling animal educational piece.
5. Town Newsletter will include our events and will be a good source for informing the public as to how they can participate.

Next Meeting: April 26, 2023 6:30pm

Respectfully submitted,

Kathy Hogue