

Co-Chairs – 350th Committee

Jonathan Dudley
Kevin Rudden

Treasurer – Brothers of the Brush

Tom Fichtner

Mendon Board of Selectmen

Mark Reil - Chair
Richard Schofield
Christopher Burke



MENDON'S 350TH ANNIVERSARY

Sponsored by:

THE MENDHAM BROTHERS OF THE BRUSH

mendonma.gov/350

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General Committee Members:

Dan Byer - Secretary
AJ Byrne
Theresa Clifton
Sharon Cutler
Sorcha DeFrancesco
Dick Ferrucci
Jeanne Fichtner
Kathleen Sedgeley Nicholson
Morgan Smith
Alan Tetreault
Wayne Wagner

Meeting Date: 4/12/2016

Meeting Location: Parks Bldg. "Classroom", 45 Taft Ave. Mendon, MA

Minutes Approved: 5/17/2016

Committee Members Present: Dan Byer, Theresa Clifton Sharon Cutler, Sorcha DeFrancesco Jonathan Dudley, Dick Ferrucci, Jeanne Fichtner, Kathleen Sedgeley Nicholson, Alan Tetreault Kevin Rudden, Wayne Wagner

Absent: AJ Byrne, Morgan Smith

Others: Anne Dudley, Tom Fichtner, Sally Riendeau

Kevin called the meeting to order at 7:03pm.

The committee discussed the minutes from the last meeting.

Jon made a motion to accept the minutes from the 3/19/16 meeting, Sorcha seconded, all approved.

Dan and Kevin updated the committee on the insurance meeting. Dan, Kevin, Diane Willoughby, Kim Newman, and Dave Labonte (the town's insurance rep) met and reviewed the plans for the 350th. They have the following recommendations:

- The town should request a certificate of insurance listing the town as an additional insured from all venues hosting events.
- All volunteers for the 350th should sign waivers of liability.
- All participants in the Santa Parade, War Reenactment, Fire Muster, and 350th parade should also sign waivers.
- The town should obtain a 1-day liability alcohol license for the Block Party.

The committee discussed obtaining certificates of insurance. Several members feel that venues will take issue with that. Kevin stated that it was a recommendation and not a requirement. After further discussion the committee agrees that this is not feasible.

Kevin discussed the 1-day liability policy for the Block Party. He stated the anticipated cost is around \$1,000 and proposes that we should ask the town to fund this cost in their FY18 budget.

The committee discussed the waivers. Dan has the language from the insurance company. The committee agrees to include the waivers in the specified events.

Kevin updated the committee on the merchandise. He has completed an inventory and shared it with the committee. Terry and Kathleen sold a ton of stuff the previous weekend. Kevin stated there are only a few mugs, keychains, and bracelets left. Dick sent Kevin the contacts for Dean Bank. They will be selling the same

mugs, keychains, and bracelets as the other 2 banks. The committee discussed other opportunities to sell. Kevin has secured permission to set up at baseball/softball's opening day on April 23rd. He also mentioned the progressive yard sale on June 11th. Dan will email out to the 350th group to solicit volunteers for these events.

Tom gave the committee an update on the finances. **(Exhibit A)** The current balance is \$5,716.91. Dan stated that he heard from Kim Newman that we may be able to get funding from the state. John Fernandes' office is looking to file an amendment to the FY17 state budget for \$20,000 for Mendon's 350th. This money would go in to a town account but be available for the celebrations.

Dan reviewed the list of events. The committee discussed dates and locations and updated the schedule. **(Exhibit B)** The committee discussed the 350th buttons and offering a discount to certain events. The committee will continue to review and discuss at a later meeting.

The committee discussed the parade route. Dan stated the parade sub-committee met and discussed. They have some issues with the parade route ending the parade at Clough/16. Dan presented some alternative routes that were discussed, including Founder's Park to Highway/Fire and reversing Clough to Miscoe. Dick suggests using the old airport parking lot area to stage and starting the parade down Maple St, staging on Emerson. Dan is concerned that to do that we will need to close part of Rt 16. After further discussion the committee suggested detouring traffic up Washington to Northbridge, and down North Ave. Dick and Jon suggest a meeting with the Chief as soon as possible to discuss this new plan.

Kevin asked about patriotic bunting for the 350th. In past celebrations patriotic bunting was put up on town buildings. Dick said he thinks they rented it from a local company.

Sharon discussed possible historic events. She reached out to the Historic Society and they sent a list of things they have been working on. They have several presentations planned.

The committee discussed the next meeting date. The next meeting will be May 17th at the Parks Classroom.

The meeting was adjourned at 9pm.

350th Anniversary Account

As of the last Brothers' meeting on 03.22.16, working balance was

\$2,585.89

Financial Adjustments:

Revenue Side:

Deposit - 03.22.16	Merch. Sales	\$71.00
Deposit - 03.23.16	Donation from Milford National Bank	\$4,500.00
Deposit - 04.04.16	Merch. Sales at Charles River Bank	\$295.00

Expenditure Side:

Check # 104 - Kevin Rudden	Expense Reimbursement	\$544.51
Check # 105 - Xpression Prints, Inc	Invoice #16107	\$129.60
Check # 106 - BaHa Brothers	10/29/16 Performance down payment	\$300.00
Check # 107 - Mendham Brush Assoc.	Reimbursement of 1/2 of seed money	\$750.00
Check # 108 - Dan Byer	Expense Reimbursement - 350th website setup	\$10.87

Current working balance is (AS OF 04.12.16)

\$5,716.91

4/12/2016