

**Berwick / Somersworth
2019 Parade Committee - Meeting Minutes**

December 3rd, 2019 6:00pm (originally set for 12/2/19 but was moved due to snow)
Somersworth City Hall - Conference Room

In Attendance: Katelyn Carrington, Russ Timmons, Chris Smith,
City Councilor Nancie Cameron, Beth Poulin, Lindsey Gagnon, Liza Coco

Guest: Kim Taylor Berwick Rec Department

1. Call to order
 - a. At 6:00
2. Meeting Minutes Accepted
3. Christmas Parade
 - a. The process for float disbursement was discussed. Kim from Berwick Rec confirmed the process discussed at the last meeting and also said that directions are passed out the day of the parade as well by Beth and herself.
 - b. There are 11 float/participating groups so far! The committee went over the list with Kim to confirm if anyone was missing. Liza is going to check with ICC (Indonesian Community Connect) to confirm if they are participating.
 - c. Beth confirmed that Fosters Daily Democrat/Seacoast Media group said that they will send a reporter the day of the event to report of the Parade and Block Party, specifically mentioning the Grand Marshal and sponsors in the article.
 - d. Need to confirm if the 2 busses from St. Ignatious will be able to pull into the Berwick Police drive to allow for easily offloading their walkers for the parade. Kim will follow up on this.
 - e. Beth confirmed that Dunkins will be donation warm drinks as they did last year and Kim reported that the Noble High School Culinary program will be donation cookies and treats as they did last year. Both donations are for the pre parade get together for floats.
4. Holiday Block Party
 - a. Katelyn reported that Deb Cram will arrive at 3:30 and go till 6:00 for the 2 ½ discussed.
 - b. Green Foundry contacted Chirs as their trailer is currently buried in the snow. They will follow up with him on friday to confirm if they are still able to attend.
 - c. Portatpties have been ordered and will be placed where they were last year.
 - d. The other pop up tent and the candy canes have both been delivered.
5. Other
 - a. The press release has been sent and facebook is being updated with info regularly now that we are closer to the event by Lindsey Gagnon.
 - b. Flyers/reminders are being sent home this week with Idlehurst and Maplewood students.
 - c. Next Meeting Date: Need to schedule a recap meeting

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Meeting adjourned at 7:00 pm.

Respectfully submitted,

Lindsey Gagnon