Call To Order
Chair Eileen Francolino called the meeting to order at 6:30 p.m. in conference room L101

Roll Call
Robert Blank
Kathleen Marie Clark
Melanie Depamphilis
Joseph Dubin
Diane Durant
Michael Fox
Eileen Francolino
Susan Gibbon
Beth Manke Hutmegger
Cathy Milet-Piombo
Jerilyn Nagel
Allison Smith
Nancy Smith
Kathleen Sullivan

Chair Francolino stated that she would like to elect Melanie Depamphilis to serve as interim chair in her absence.

Motion by Susan Gibbon; seconded by Cathy Milet-Piombo. Motion passed unanimously.

Approval of Minutes
- Table until next meeting

Public Participation
- None

Remarks by Committee Members on Public Participation
- None

Consideration of Old Business
A. Fund Raising
1. Trivia Night
   - Tabled until next meeting

2. Comedy Night
   - Chair Francolino stated that the hypnotist chosen for the event lists Newington P&R as a past event and no one has heard of him. She did not sign anything with him yet because of that.
   - Cathy Milet-Piombo stated that she will look into that. She also asked if the donation letters were ready.
   - Chair Francolino stated that she brought them tonight; passed them around for people to look at.
• Chair Francolino stated that she attended the council meeting on October 10th. She reminded them to think of the committee during budget time; she also reminded let the council know that the 125th anniversary committee received $10,000 start up money; they had four years to plan events.
• Chair Francolino stated that Mike Camillo (owner of West Hill Automotive) said that he will sponsor an event. Want to confer with committee to determine what we use his donation for. Will get back to him after the elections; want to make sure that no politics are involved. All agreed that the comedy night would be a good event for him to sponsor.
• Beth Manke-Hutvagner stated that she will set-up Eventbrite for ticket sales.
• Chair Francolino stated that the event needs to be publicized; other than just posting on Facebook. A discussion was held regarding this.

3. Calendar
• Kathy Clark stated that Sue Patten and Scott Hogan have been working together to get everything online for people to submit their artwork.
• Robert Blank asked if the committee could see the calendar before it goes to print.
• Kathy Clark stated that we just have a mock-up with holidays right now.
• Susan Gibbon stated that we will want to add 150th Anniversary events to the calendar as well. She also stated that the construction of the new town hall/community center is set for July 2020.
• Chair Francolino stated she hopes that is true. Still need something to kick-off the year. Want to save the mayor’s ball until the end. A discussion was held regarding this.

4. Poster
• Discussed above.
• Chair Francolino stated that she has seen pictures on Facebook; suggested that if anyone sees these, let them know about our calendar contest.

B. Events
1. Deming Young Picnic
• Robert Blank stated that he can get three sets of cornhole games free of charge. Portable toilets for the event, as an individual, would cost $380; can get the town rate if done through them. Tables and chairs per 100 people is $209. If the town provides trash barrels, they want $250; however, my next neighbor is a contractor so we can use his pails and save ourselves money.
• Jerilyn Nagel stated that you might be able to get chairs for free from the funeral home.
• Chair Francolino suggested that we get the Historical Society involved in conjunction with us. Have an historical house day.
• Robert Blank stated that we can give them a “passport” to get stamped at each house.
• Chair Francolino asked if Jerilyn was working on the history of the town.
• Jerilyn stated that she will work with someone on the historical society on this.
• Cathy Clark suggested we sponsor a lecture at the library or another venue. Need to turn it into an event.

2. Waterfall Festival
• Chair Francolino stated that we made close to $1,200 at the Waterfall Festival.
• Kathy Clark stated that she was at Karma’s Closet and she offered to sell our items at her store.
• Melanie Depamphilis stated that she is also willing to work on any subcommittee we need her to.

VII. New Business

A. History of the Town – make a committee
• Discussed above.

B. Election Day Coverage
• Chair Francolino asked if anyone had the day off. Will send a schedule for when coverage is needed. Have some students lined up to cover the tables. Will have tables at Ruth Chaffee and the town hall for us to sell our items.
• Melanie Depamphilis stated she will order long sleeved t-shirts to sell. Has been working with T-Shirts, etc. to set up a website so that people can order what they want.
• A discussion regarding the variety of items available was regarding this was held.
• Beth Manke-Hutvagner asked if there was a way to have a device that we can so that people can charge their purchase; not everyone carries cash. A lengthy discussion was held regarding this.
• Robert Blank and Cathy Miket-Piombo stated that they will help set up the tables at each location. Cathy Clark stated that she will pick up the table and items from Chaffee.

C. Marketing of events and merchandise
• Need to push on Facebook. Once website is up and going, we can use that.
• A discussion regarding a website was held, Chair Francolino looking into this.

D. Flying Monkey
• Chair Francolino stated that she has left several messages for the owner. Looking to have an event at his location.
• Melanie Depamphilis stated that she will look into reaching out to him.
• A discussion was held regarding other restaurants in the area that sponsor events.

E. Night of Lights
• Chair Francolino stated that discussed selling the Krispy Crème donuts with Bill DeMaio; he felt that was not a good idea. Melanie Depamphilis came up with an idea that Bill approved.
• Melanie Depamphilis stated that she has an idea to set up an area for people to get their picture taken professionally by Emily Bowtruczyk. Location to be determined. The cost would be $10 and they would get their picture sent to their phone/email immediately.
• The Night of Lights is being held on Saturday, December 7th.

F. Schoolhouse Quilters
• Chair Francolino went to their meeting and they are willing to crate a quilt for us to sell. Still waiting to hear back from them.
• A discussion was held regarding this.

G. Sign painting night
• Melanie Depamphilis stated that she was looking into have a painting night in which we would paint a wood sign. Event, for 10 x 10 sign, would be $40 pp with $10 coming back to us and a 12 x 12 sign being $45. She is getting pretty booked and has provided some dates. The backroom at the firehouse holds up to 80 people; it has a kitchen so we can do appetizers; BYOB. Monday, December 9th was chosen as the date to hold the event. A discussion was held regarding how to pay; the number of people who can attend.
• Chair Francolino asked Melanie to confirm that Monday, December 9th is still available.
• Jerilyn Nagel handed out programs from the Kiwanis Club block party event. A lengthy discussion was held regarding this.

VIII. Public Participation
• None

XI. Remarks
• Melanie Depamphilis stated that with the new town hall being built, there is going to be a courtyard. Thought it would be a nice idea to have three benches built; have 150 people pay $150 to have their name on them. That would bring in approximately $23,000. Depending on the type of bench and engraving, each bench could cost up to $1,800 each. Sign up form would show the spots on the bench where your name would go.
• Chair Francolino stated that we would need to get permission from the Town Manager to do this. Melanie will set up a meeting with her.
• Beth Manke-Hutvagner suggested that going forward we meet one time per month, with subcommittees meeting as necessary and as we get towards the holidays, meeting every other week could be challenging for people. Most of the work will be happening within the subcommittees. She also mentioned her concern about attendance.
• Chair Francolino stated that she sent a letter out to committee members regarding attendance. One person did resign and the other is in process. I will speak with James regarding this once I get a list of attendance. Spots cannot be filled until they are vacant.
• Joe Dubin asked if people can be removed without issue.
• Chair Franklin stated that there is a committee handbook with attendance requirements.
• A lengthy discussion was held regarding this.
• A discussion was held regarding the upcoming meetings.
• Chair Francolino stated that we will need to cancel our November 7th and 21st meeting and holding a special meeting on November 14th. Additional meetings will be discussed at the November 14th meeting.
• Chair Francolino stated that at our next meeting we will discuss trivia night, the calendar, the painting night and night of lights. Will email election day schedule.
• Chair Francolino asked if everyone had the opportunity to review the donation request letter.
• Susan Gibbon suggested that the calendar be added to the list of sponsor opportunities.
• Kathy Clark stated that the price of the calendar will be $20. Everyone agreed that price was acceptable.
• A further discussion was held regarding upcoming meetings. Meetings will be held on November 14th, December 5th and January 9th. The cancelled meetings are November 7th, November 21st and December 19th.

X. Adjournment

The next 150th Anniversary Steering Committee meeting is scheduled for Thursday, November 14th at 6:30 p.m.

Motion to adjourn by Joe Dubin at 7:50 p.m., seconded by Cathy Miket-Piombo. Motion passed unanimously.

Respectfully submitted,

Susan Gibbon
Secretary ~ 150th Anniversary Steering Committee