



Town of Tewksbury

MINUTES

Committee: Town events and celebrations committee

Date: October 21, 2013

Time: 7:00 PM

Location: Tewksbury Police Department

Members & Staff present: Cheryl Gay, David Gay, Lynne DeCost, Elaine Krauss, Paige Impink, (pfimpink@comcast.net), Tony Bochetti (tboschetti@comcast.net), Joe Mazzolla(Café Sicilia)

Members not present: Mary Little, Jim Wentworth

The meeting was called to order at: 7:00 PM

Minutes from the October 7, 2013 meeting were reviewed and approved with no adjustments.
(Date)

Meeting Motions / Actions and Summary of Discussions:

1. Meeting minutes approved from October 7, 2013

2. Entertainment / Activities

- a. Follow-up on Krochmal Farm: awaiting confirmation from Jim Wentworth
- b. Christmas Tree from Dandi-Lyons: 20 ft tree donated by Jim Lyons. Board approved donation.
- c. Confirmation to date on Carolers / Bands: carolers confirmed. Bands: deferred until we hear from Jim Wentworth. Cheryl Gay will e-mail Jim re: status of bands.
- d. Magician: Cheryl will check with Diane Giarusso about having a magician at the library. David Gay will find magician after approval from Ms. Giarusso.
- e. Ice Carving - Shawsheen Tech: Lynn DeCost will follow-up with the school's contact person.
- f. Mr. & Mrs. Claus & Elf: confirmed with the addition of an elf.

3. Fundraising

- a. Sponsorship brochure design & business: Cheryl Gay will e-mail Jim Wentworth
-Angelina's will buy ad
- b. Flyers overview: Paige Impink will facilitate the distribution flyers to elementary within the Superintendent's office and PAC e-mails.
-David Gay will contact Krissy Polimeno about sheet for community service documentation for youth volunteers.
- c. Other advertisement updates: vistaprints.com (banners), town bulletin, DPW information boards, Jim Boudreau's (bulletin board), TJ Callahan's (Dawn)

4. Food & Vendors: 12- 15 vendors needed.

- a. Confirmations to date:
-Joe Mazzolla from Cafe Sicilia would like to donate food items for the event. Possibly 2 trays of pasta and 1 tray of sausage served twice during the event. Also, Mr. Mazzolla offered to donate 5 trays of pizza.
-Lisa's Pizzeria (Tony) may want to get involved. Tony Boschetti suggested we call the owner Tony.
- Pizza Mia (John @ 978-851-0540) call as a possible vendor.
-George and Mary Ianuzzo (Sons of Italy) tewksburylodge2872osia@gmail.com
978-851-3043 978-360-9825 (use Tony Boschetti's name)
-Raffle: Joe Mazzolla would like to donate \$100 gift certificate for the event.

- TJ Callahans: serve Chowder (sell or serve?)
- Tewksbury Youth Football Board (Annette) would like to sell soda, water, PowerAde
- Orange Leaf (serving donated samples)
- David (send list) will reach out for possible donations to: Longs, Mango II, Wicked Cheesy, Lisa's Pizza, Dunkin Donuts, Push Cart, Harrows, Perfecto's, Donna's Donuts, Cracker Barrel, Mahoney's(ask to donate poinsettias), Walmart bakery: inquire about cake donation
- Market Basket- ask to donate marshmallows and sticks
- Cheryl Gay will call DPW about trash barrels for fires
- Food or monetary donation for raffle ticket. (No glass)

A site visit of the Library is planned for this Saturday, October 26, 2013, after the Farmers Market. Cheryl Gay will send an email Friday for availability. We need to figure out the logistics where sleigh rides, petting zoo, vendors area and parking will take place on the property.

5. Parking- State Hospital:

- Cheryl will e-mail Mr. Montuori to reach out to Tewksbury State Hospital

6. Farmer's Market update:

- the 19th was well attended. Some vendors sold out. Looking forward to October 26th.

7. New Business:

- Safe Halloween at MVP this Sunday with helicopter, town vehicles, and fire trucks during was discussed. Touch a Truck this spring to include cement trucks, limos, helicopter, tractors, front loaders, trolley (Lowell), horse trailers, tow trucks, bucket trucks, State Police vehicles were just some suggestions from Paige Impink.

Pumpkin Festival- Lynn DeCost suggests this for next fall.

7. A motion was made by Selectman David Gay to adjourn, second by Lynne DeCost.

List of Documents and Other Exhibits used at Meeting:

- Meeting agenda

Documents and Other Exhibits used at meeting will be available for review at:

_____ (Office)

Meeting was adjourned at:

8:30 pm

Next meeting:

Date: November 12, 2013

Time: 7:00 PM

Place: Tewksbury Police Department

Respectfully submitted,
Chairman:

(Signature)

Cheryl Gay

Minutes approved by Committee on:

(Date)

11/12/13