

Minutes of the Town of Harvard Fourth of July Committee Meeting

Thursday April 18, 2024 7:00 pm

Town Hall meeting room

In attendance

Christopher Chalifoux, chair

Molly Sinkewicz, member

Rosie Ouellet, member

Pam Marston, volunteer

Connie Barton, volunteer

- Voted on and accepted the instructions and modified code of conduct for Parade Participants.
- Update on fundraising efforts – Molly Sinkewicz
 - Andrew Sinkewicz has not yet received the form for processing checks from sponsors, or for paying bills (e.g. the Harvard Press). He will follow up with Rich Maiore.
 - Little response to call for items for silent auction.
 - Ideas: donation buckets at field events.
 - Connie Barton has started the paperwork for the Massachusetts Cultural Council grant (\$2500).
- Update on account balance
 - Andrew Sinkewicz has not yet received this information. Update to follow.
- Update on website development
 - Molly Sinkewicz said the website is progressing nicely. More photos would be good.
- Parade needs
 - Meet with police regarding parade day traffic management
 - Pam Marston and Christopher Chalifoux will meet with police, date TBD.
 - Invite Jamie Eldridge, Danilo Cena, Select Board to march
 - Christopher Chalifoux sent email to both. Waiting for response.
 - Arrange with DPW for electric sign at Rte 111 coming off Rte 2

- Pam Marston has already contacted DPW.
- Find Parade Marshal
 - Suggestion: Paul Willard. Pam Marston will contact.
- Arrange for 3 convertibles (Citizen of Note, Parade Marshal, art contest winner). Usually done through AlphaCars, Boxborough.
 - Christopher Chalifoux will contact.
- Contact veteran's color guard (Lorin Johnson)
 - Christopher Chalifoux will contact.
- Contact Boy Scouts (carry banners for Citizen of Note, Grand Marshal, Your Elected Officials)
 - Christopher Chalifoux will contact.
- Contact Girl Scouts (make a theme-specific banner)
 - Connie Barton will contact.
- Contact Alex Horne (soccer club)
 - Christopher Chalifoux has already contacted.
- Field Event needs
 - Find a Field Event coordinator
 - Ask Josh Inversion for recommendation
 - Andrew Sinkewicz can be corralled in a pinch
 - Find a Field Event emcee
 - Find a Field Event singer (contact Bromfield music department?)
 - Christopher Chalifoux will contact Bromfield music department
 - Find volunteers to run field events
 - Check with Alex Horne
 - Connie Barton will post on Facebook for volunteers.
 - Arrange for port-a-potties, tents and tables
 - Christopher Chalifoux will do this
 - Special needs considerations? Change usual events layout?
 - Discussion of how to lay out events. No final decisions made.
 - Decision to forego snow fencing around events in favor of simple stakes-and-string (if necessary).
 - Molly Sinkewicz volunteered to make new event signs.
- Arrange for hanging of banner across Mass Ave (mid-June) with fire department
 - Christopher Chalifoux will do this.
- Molly Sinkewicz will create maps for drivers coming down Ayer Road to get around parade

- Connie Barton will contact Dylan and Pete ice cream truck
- Discussion of booths for vendors. No decision made.
- Christopher Chalifoux will contact Lions Club regarding food.
- Discussion of getting candy from Costco.
- Pam Marston will contact DPW regarding trash barrels.
- Suggestion to put “call for volunteers” in the Press