

Northborough Community Affairs Committee Meeting Minutes

Wednesday, October 16, 2019

Attendees: *Lisa Hodge, Suzanne Cieslica, Pamela Markey, Jessica Hey, Lisa Smith, and Ruba AbdelHadi*

Call to order @ 7:00PM

Opening Remarks

- *Approval of Minutes for September 2019*
- *Beth Paine in attendance as a potential member*

Financial Report

- *\$500 deposit to general fund*
- *Expenses-Lisa Hodge \$62.99 (banner)*
- *ENDING BALANCE \$7,150.06*

New Members

- *1 member needed-accepting applications (Beth)*

Annual Tree Lighting-December 7th

- *Worcester Sound and Light \$875*
 - discussed signing a new contract/willing to negotiate cost
- *DPW ordered wireless control kit for lighting, maybe an additional one*
 - mentioned having a button to push for power
- *Honor guard will attend*
- *Jason Peroult will do speech prior to lighting*
- *Discussed emailing sponsors for donations/ideas for new sponsors*
- *Mentioned speaking with music director-chorus is all set to perform*
- *Discussed having Gary to take pictures at event*
- *Holiday Trolley drawing to begin at 6pm*
- *Ideas for a photo booth/picture back drop/picture frame*
 - Pam and Lisa handling photo booth
 - Ruba handling picture frame design
- *Bells to be handed out by volunteers*

- *FOOD AND BEVERAGES-pizza, hot cocoa, cookies*
 - Northboro H of P confirmed(2 tables)
 - Wegmans, hot cocoa(17 boxes), cookies(15 boxes)
 - *4 oz. cups with lids needed for cocoa
 - BJs, candy canes
- *Discussed having multiple donation boxes for Food Pantry*
- *Mentioned committee members to wear something (ie hats) to distinguish ourselves from the crowd*

Misc.

- *Discussed possible new event at new Town Common*
 - Pumpkin Wall, carvings displayed on tables, donuts and cider
- *Vista print/US sports apparel to make a table cloth with our logo on it for events*

Meeting adjourned 8:10pm-Next meeting November 20th