

## **Hooksett Heritage Commission**

### **Light Up the Village**

**Tuesday, November 28, 2023**

**6:30 PM**

**Hooksett Public Library, Village Depot Meeting Room**

**31 Mt. St. Mary's Way Hooksett, NH 03106**

#### **Attendance:**

**Committee Members:** Tony Lacasse, Dena Vaudrien, Stephanie Perry, Roger Duhaime, Lynn Cote, Bill Perry, Bill Kippin, Jen Kippin, Mark Ewert, Marissa Delhay, Moriah Billings

**Tony called the meeting to order at 6:40 PM.**

**Event Organization:** Tony Lacasse expressed his gratitude to Dean Vaudrien for curating the event schedule and acknowledged the contributions of Moriah Billings and Marissa Delhay to its development. The Light up the Village Committee thoroughly examined the program, donor list, and opening ceremony details. During the opening ceremony discussion, Moriah Billings proposed incorporating a subtle donation appeal into the opening speeches. Tony Lacasse informed the committee that donations from the Craft Fair are still being collected. Marissa Delhay requested that Tony Lacasse share the finalized sponsor list with her, which he provided during the meeting. Tony Lacasse requested three volunteers to provide crowd management support during the Opening Ceremony and Procession. Dena Vaudrien, Jen Kippin, and Mark Ewert readily volunteered to help. Tony Lacasse also expressed the need for assistance with decorating the grange hall. Jen Kippin generously offered to bring her Christmas tree and assist with the Santa setup.

Moriah Billings raised the concern of potential rain and suggested issuing an announcement that the event will proceed regardless of weather conditions, considering the forecasted rain for Friday.

**DPW & Parking Plan:** Stephanie Perry inquired about the specific roads that DPW would be closing for the event. Tony Lacasse asked whether DPW would be providing barrels or if the police were responsible for that aspect. DPW will be supplying 20 barrels. Tony Lacasse informed the committee that the Congregational Church parking lot is designated solely for handicap parking. Jen Kippin volunteered to assist with accessible parking arrangements for the event night. Marissa Delhay provided details on the parking information that will be posted on social media channels. Roger Duhaime inquired about the provision of van drivers for the event. Tony Lacasse confirmed that van drivers will not be available during the event.

Light up the Village wristbands are being distributed to track event attendance.

**Food & Concessions:** Tony Lacasse requested a volunteer to coordinate with the food vendors on the day of the event, as three food trucks will be operating on Riverside Street. Lynn Cote volunteered to assist, and Tony will ensure she receives the required information.

Moriah Billings expressed concern about the safety of pedestrians crossing open roads during the event. Tony Lacasse will explore the possibility of securing assistance from the Police Department to manage traffic flow on College Street and Merrimack Street.

**Marketing and Publicity:** Tony Lacasse will send Leann McLaughlin an email with the details about Light up the Village that will be shared with the schools.

**Events:** The Craft Fair will begin at the Church at 5 PM, matching the timing of the opening ceremony. Santa photo sessions will be conducted at the Grange.

**Information Tent:** Tony Lacasse proposed setting up an information booth near Robie's where people could cast their votes for the lighting contest.

**Entertainment:** Tony Lacasse provided the Committee with details on the entertainment arrangements, including a full orchestra, caroling, the Crawley Band Chorus, and the Hooksett Twirlers.

**Tony Lacasse adjourned the meeting at 7:50 PM.**