

**Town of Lakeville
Community Development Committee
Meeting Minutes
Tuesday, January 10, 2017**

On January 10, 2017, the Community Development Committee held a meeting at 7:00 PM at the Town Office Building. The meeting was called to order by Chairman Hollenbeck at 7:10 PM. Members present: Mitzi Hollenbeck, Marybeth MacKay, Stephen Allard, and Sarah Kulakovich (exit 7:40 PM). Members absent: Jessica Bradley, Maria Perrone-Martin, and Sandra Martini-Gamache. Also present: Christine Weston, Recording Secretary. LakeCAM was recording the meeting. (Also; Kira Watkins entered at 7:14 PM as a potential new member)

Discussion regarding 3rd annual Winterfest January 29, 2017

The Open Space Committee will have a table with a game staffed by Mike Schroeder. The Lakeville Center for Arts and Enrichment will host a craft project at the Council on Aging (COA). Ms. Kulakovich noted that the 4-H group has a conflict that day and may only be able to provide an informational table and a possible goat exhibit outside. Lots of Love and the Apponequet Boosters will also attend the event. The flyer is nearly complete, and all of the remaining revisions can be done via email.

Upon a motion made by Ms. Kulakovich and seconded by Mr. Allard, the Committee

VOTED: To approve the Winterfest flyer for distribution pending any necessary changes that will be made via email.
Unanimous in favor.

Suggestions for outdoor activities included frozen bubbles, which would require little overhead or supervision. There was discussion regarding linking the two event sites through lighting or frozen water balloons. Ms. MacKay stated that Seasons, an event sponsor, would like a table so that they can introduce themselves to the community. Chairman Hollenbeck will update the master list of vendors and email it to the Committee. The event is at capacity, and additional vendors cannot be accommodated. The Committee will hold the next meeting at the COA and will map out table and vendor locations. The number of tables and vendor locations for Loon Pond Lodge must also be determined. Ms. MacKay will count the tables on-hand at the Lodge.

Ms. Bradley will do two (2) cooking demonstrations. There was a brief review of donations that have been recently received. Hickory Knoll has not provided a final price for the carriage/sleigh rides. Baldie's Pizza will deliver forty pizzas during three (3) separate deliveries. Bridgewater Savings Bank will provide cotton candy. The snow cone machine will not be used, because the ice machine in the Lodge is not working. Alternate food items were discussed, and it was noted that Old Colony Regional Vocational High School will provide cookies. The Lion's Club will not be setting up the ice rink this year. Only two (2) volunteers have been confirmed, and additional help will be needed. It was suggested that there be 'floaters' assisting the residents and keeping them apprised of the schedule. Pizza servers and computer lab assistance will be necessary. Ms. Kulakovich will contact the High School Guidance Department to check whether other students might be interested in helping.

The donation from Ocean Spray will be delivered to the Town Office Building and includes both snacks and drinks. Volunteers will be needed to meet the delivery and transport it to the Lodge. Chairman Hollenbeck will inquire whether the Lion's Club would be willing to serve food. There was discussion regarding the schedule and how the information will be made available to the volunteers and attendees.

The pyro technician has visited the site and will need to file for a Permit with the State Fire Marshall. The fireworks display will be 8-10 minutes long and can be extended, if additional funding becomes available. There was a review of how the display would be set up and lit. The public must be at least 300' from the area. The driveway on Route 18 must be closed after the fireworks company arrives, so that attendees cannot park in or access the area. A Firefighter must be onsite with the pyro technician to act as fire watch. The Fire Department must also sign a contract with the display company. Ms. MacKay stated that there has been some trouble communicating with the magician, and a W-9 and Certificate of Insurance is required to secure the engagement. Chairman Hollenbeck volunteered to contact the magician that performed at a previous Winterfest to ask if he is available.

Chairman Hollenbeck summarized a list of tasks that should take place prior to the next meeting. There will be an update on the status of the magician, the fireworks contract must be signed by the Fire Department and returned to the pyro technician, the Highway Department will be contacted regarding the use of sawhorses to close the Route 18 entrance, a map and event schedule will be completed, and an updated vendor and sponsorship list will be provided to all Members. Ms. Watkins will reach out to Harbor One Bank to inquire about sponsorship. Mr. Allard provided a check to the Committee for his firm's contribution.

Schedule Next Meeting

The next meeting of the Committee was scheduled for Tuesday, January 17, 2017 at 6:00 PM at the COA.

Adjournment

Upon a motion made by Mr. Allard; seconded by Ms. MacKay, it was

VOTED: To adjourn the meeting at 8:00 PM.
 Unanimous in favor.