

Public Events Minutes
Monday February 11, 2019
7:30 PM Lower Level of Borough Hall

1. Call to order:

- a. Flag salute: 7:34 pm
- b. Attendance: Staci, Jerri, Rob L., Mame, Sarah, Joe, Russ, Diane

Open to the Public –

2. Old business (Reviews/Discussions/Approvals) Meeting dates – decided to stick with 2nd Monday. For June, 1st Monday and 3rd Tuesday, and for Sept - 3rd Tuesday, Oct - 2nd Tuesday.

3. Current business:

Possible funding of new downtown holiday lighting.

Michael motioned to approve \$11,000 for new street lights and banners

Sarah 2nd

6 ayes and Mame abstains

Senior Center is closed for 3 months starting in January – Basement in Borough Hall

Mike motioned to set up a separate trust fund

4. Schedule

Flow Film Festival

- Sub-committee: Michael
- Dates: 4 Thursdays in March
- \$300.00 for food motion/passed (no expenses 2018)

Easter egg hunt - Saturday 4/13/19 @ 9:30 am hunt starts at 10 am

- Mame working on getting Choo Choo Charlie (**\$720 for 3 hours - 2019**)
 - Mame motioned to approve \$1,000 for train, Rob seconded, none opposed.
- Crafts for 225 – more for 2019
 - Staci working on finding a vendor
- Staci talking to Walgreens about pictures
- American Carnival Mart for eggs - Mame
- Bunny – **confirmed 1/14/19**
- Bounce house & Coffee Roasters – Chopper –**Confirmed 1/14/19**
- Older kids hunt to be set up down below by Veterans park, younger kids up by library.
- 5 tables for food/coffee/craft
- Chopper to ask Fire (**Confirmed 1/14/19**)/EMT to attend to block off area.
- Better Egg toys for 2019
- We had enough food & drinks, yay!
- Set up corral for older kids
- Ensure flyer states event starts @ 9:30 hunt starts promptly @10

Environmental clean-up: April 27, 2019

- **Approved up to \$500 motioned by Rob. L, 2nd by Jerri**

Memorial Day parade – Sunday 5/26/19 @ 1 pm

- 3 bands, military vehicles, antique cars - Ron
- Addition of water stations before and after parade route - Michael
- Chopper & Michael to forward list of 501c3 to Staci, she will make a master of both.
 - Staci to send email asking for participation interest in both Parade & Carnival.
 - Additional request to see if any organizations would be interested in doing a patriotic float.
 - If they respond yes, we can start the line of order.
- Talking to fire dept. from the surrounding towns to bring only a limited amount of trucks.
- Mayor's award during the parade and to be awarded after the parade (if floats are done)
- Joe is talking to DPW for picnic tables outside of VFW
- Remind/notify residents along parade route that they will limited/no access to their driveway
 - Ask Captain Sanzari about this (reverse 911?)
- **ALL FOOD must come from Shoprite ex. cakes and food Ron needs to buy more food**
- Chopper to set up 20x40 tent
- NJ Concert band oked up to \$499
- Elks offered to host the after parade
- Mikes Dogs possibly
- Need to get water & ice.
- Borough parking lot possibly.
- Mobile sign to be updated about parade route.

Baseball/Softball parade – Saturday 6/1/19 (tentative) @ 9 am

- Mike Guadagno confirmed date & time
- 8am OPEC meeting time
- \$1,000 for photo booth and DJ voted/passed
- \$500 for food voted/passed
- Use our tables (4) will cover cost of tent (chopper orders) approx. \$500 – 600 (Mame will talk to Jimmy)
- Will reimburse food

Carnival – Wed. 6/12/19 - Sat. 6/15/19

- Emergency Management paperwork to be placed in booth
- Wed and Thurs 6-10, Fri. 6-11, Saturday 5-11.
- Banner for Carnival needs to be updated w/dates and Fireworks day. - Chopper
- Limited invitations to people who sell more than one item/conflicting items
- Fireworks \$14,000 Note for **2019 less bang**
 - Friday fireworks (raindate Saturday)
- Ponds bus is available to us. \$25/hour approved
- Porta potties; A1 porta potties \$3050.00 motion to raise amount to \$3600.00 passed. Waiting for confirmation (4/9/18)
- Motion to buy two new portable signs at a total not to exceed \$400.00 passed
- Friday and Saturday to be \$30.00 wrist bands
- 1200 presale for \$20. 500 last year, on sale Tue. after Memorial day (5/29) until 6/12, CASH ONLY
- **Less presale tickets for 2019 (750?)**
- Lights on rides during fireworks need to be off
- 501c3 letter to be sent out (ASAP Dec. Meeting)
- Board of Health License May 14th, 2018 (add to email of 501c3)
- Motion passed for Snapshot Geofilter for \$300.00
- Starter cash needed and enough change for individual tickets
- Friday night Fireworks, **2019 possibility of having sponsors for Fireworks.**

- 2019 \$3 coupon for W, TH, S out of town
- RBARI to do games of chance -2019 are good, will wait to see if anyone else is interested
- Zeppolis confirmed
- Confirm vendors have their Food Licenses.
- Signage in front of carnival about food/booths of organizations toward the back. (possibility of getting 2 sandwich board signs)
- Using school bus to shuttle - confirmed
- Coppertree is confirmed - 5/14/18
- Mame & Michael will do port-a-potty maintenance
- We will have input if weather will inhibit fireworks.
- Risers for bands/update pre-sale ticket info with end date
- 2 busses on Friday, no bus on Saturday for 2019
- 2019 1 Reserved parking spot per vendor in lot by toddler park, VIP pass to allow exit and re-entry.
- Do the police cars need to keep running
- Cones at end of each telephone pole.
- Rotary didn't show up on Sat.
- Vendors need to show up on time and stay till 10:30.
- Gary Walker was allowed in the front gate after 10 pm to pack up fire dept.
- There was no First Aid on Sat. After 9 pm
- We need name and contact # of vendor who will be setting up.
- Ask banks and bigger businesses, Oakland Diner, etc for sponsorship. Michael to approve letter

Halloween – Sat. 10/26/19 10 am

- Mame got food license & reserved VMS
- Ordered 275 pumpkins
- Approx. 20 cars will provide candy for 250 children (approx.275)
- Joe to get trophies
- Mame to call about 10 table(s) for pumpkins, food, trophies, Tara from shoprite
- 275 pumpkins from SR
- Refreshments: Donuts. Fruit, cider, Coffee & Hot Cocoa(Coffee Roasters), water (250 donuts for 2018, or donut holes)
- Chopper spoke w/Coffee Roasters - Confirmed
- Inflatable Maze – Chopper - Confirmed
- Decorated Firetruck and Ambulance to block ends –Chopper confirmed.
- to be mailed out in December. Oakland Care Center, Atlantic Health

Toys For Tots: Saturday 12/7/19 @ 12 – 12:50 pm

- Cookies, juice, water - mame will purchase
- Chopper to get tent - confirmed
- Coffee Roasters - confirmed
- We pay for tent through Prestige Rental.
- Contact Frank Fiore about – Chopper (Marc Fox from COC) already discussed
- COC has photographer
- Do they need a generator-to be donated
- DPW to bring 3 tables (Can DPW drop tables at Chopper's on Friday and pick up Monday?)
- Sent message to Erinda about borrowing her Christmas backdrop.
- Garbage cans

Holiday event – Sunday 12/8/19 @ 5 pm

- Entertainment should be kept to Sing Along, Solo Piano Player – people who will not be offended if they are not appropriately appreciated by the guests.

- Amanda and Anthony Masfield to sing
 - Need 3 mics
 - Youth Orchestra Presbyterian Church (Chopper to confirm) - Confirmed will
 - 2019 no performances
 - 2019 Santa to sit in library
 - 2019 Background Music & Flow Follies?
 - Michael works the food menu
 - Approx. 300 people
 - Increasing food, getting veggie medley, adding tater tots
 - Cake was good, Fruit to be part of dessert
 - Small water bottles & more juice for next year, no soda 2019 iced tea
 - Kitchen help \$60 for 3 hours each – Michael to contact
 - Mame to call VMS about set up of tables, Christmas Tree, sound system
 - Tree that was used was not ours, missing ornaments.
 - Chopper to call Santa, OFD, OPD, Mayor, Rabbi
 - We will borrow Erinda's picture backdrop.
 - Coffee Roasters - Chopper Confirmed
 - Mame to get toys (200), round tablecloths @ shoprite
 - Meet at VMS at 3:30
 - Need Police/DPW to help block road
 - Jenn from Walgreens will be there to take pics.
 - 2019 IHHS choir????
5. **Closing comments /Announcements:** Next meeting March 11, 2019 at 7:30 Break Room borough hall
6. **Adjournment: 8:46 pm**
7. **2019 Calendar**
- Flow Film Festival – March 2019 - PM**
- Easter – April 13, 2019 - 10 AM**
- Memorial Day Parade - May 26th, 2019 – 1 PM**
- Fever Pitch – (estimate date June 1, 2019 - 10 AM)**
- Carnival - June 12-15, 2019**
- Halloween - Oct. 26, 2019 – 10 AM**
- Holiday Event – Dec. 8, 2019 5 PM**

Tentative 2019 Meeting Schedule – Mame to send list to Borough and Senior Center

January 14th, 2019 (break room borough hall)

February 11th, 2019 (break room borough hall)

March 11th, 2019 (break room borough hall)

April 8th, 2019

May 13th, 2019

June 3rd, 2019

June 18th, 2019

No July

No August

September 17th, 2019

October 8th, 2019

November 12th, 2019

December 9th, 2019

Oriental Trading is good

Amazon????

Need 3 quotes for purchases over \$2,000

Can run ads in paper

We have a Staples account