

Town of Montville Dog Park Committee
Special Meeting Minutes for Monday, August 22, 2016
6:00 p.m. – Town Hall, Parks & rec Office

1. Call to order

18:05

2. Roll Call

Chris Lawton, Peter Bushway, Ryan Hartman, Chris Lynch, Melissa Clark

3. Adjustments to the agenda

None

4. Remarks from the Public regarding items on the agenda with a three-minute limit

None

5. Old Business

a. Raffle Tickets store front tables

Chris Lawton was able to secure two days at Walmart and four at Stop and Shop to have a store front table to sell raffle tickets and except donations. Meggan and Chris Lynch have volunteered to attend all dates. Chris Lawton will assist with a few hours where needed.

6. New Business

a. Raffle Tickets sale

how many sold – Chris Lawton reported that about 300 tickets have been sold so far. We really need to push to sell them before the drawing date.

store front tables, ect – We were able to set up tables at Country Market, Norwich Walmart, and Montville Stop & Shop. Country Market did the best for selling tickets. Walmart did very well in receiving donations. Chris Lawton and Chris Lynch will individually try to set up there a few more times.

other location/events - Bozrah farmers market allowed us to set up on two dates. One was the “Dog Day” themed market day. We did not do not that well. We sold less than 10 tickets and received \$28 in donations total for both days.

Chris Lawton will try to sell at local community and civic groups; Polish Club, VFW, American Legion, NLCM, and others. Pete Bushway will attend the Rotary Meeting to sell tickets.

Tickets were sold at the Town Concerts.

Norwich Agway will allow a donation bin in their store.

b. Craft Fair event update

1. Melissa report - 26 vendors have replied they would like to attend our September event. Not all have submitted applications yet. She will meet with Chris Lawton on Friday, August 26 to look at the parking lot and come up with a layout. Some people expressed that they were excited to return after last year's successful event. Space fee was set at \$30 for residents \$40 for non-residents and no donation item.

This is being planned as an outdoor event. We have secured the Gym and Library in the event of inclement weather.

Melissa questioned about changing the headline on our flier. She would like to change from "Craft Fair". This led to a conversation about Crafters vs Vendors, and how we worked with the towns policy last year. After some discussion, Ryan Hartman will inquire why at a "Vendor" event we need to require an insurance policy from people/business that attend.

Headline on flier will be changed to be more descriptive.

2. event assignments

Tag sale room coverage – Andrea Shaner (not confirmed)

Soda & chip sale coverage - open

Parking - Pete Bushway

Raffle sales - open

Plant sale - Plant Lot

Food - Rolling Tomato

Other

Advertising – Chris Lawton has contacted local radio stations and newspapers, Facebook event has been created and shared on multiple forums, Fliers are being made and will be distributed.

Snacks Cakes – Ryan Hartman stated he had a contact that would be able to donate snack cakes. He will confirm which company and how to request them.

Chris Lawton will follow up with the donation request sent to Coke. Sarah is working on the chip donation from Frito-Lay.

c. Grants, ect.

Although not present, Sarah has relayed that there has been no answer from Pet Safe on their grant awards.

7. Set next meeting date and time

TBA

8. Adjournment

7:15