

September 14, 2026, 7pm at Town Hall

AGENDA

Budget Update:

Starting Budget: \$7,700

Board approved budget adjustment for Old Fashioned Fireworks expenditures: up to \$3,500

Old Fashioned Fireworks expenses: \$1,735.50

Total Expenses to date: \$7,251.15 (-1,735.50 = 5,515.65)

Remaining Balance: \$448.85 (or 2,184.35?)

- ☐ Ashley e-mailed all budget information to Sharan, but has not gotten any clarification.
- ☐ Sharan is requesting a Budget request for next year- due 9/18
 - ☐ We will need to estimate costs of Halloween and Christmas.

Halloween in the Hamlet 10/24 at 6pm

☐ Promotion:

- ☐ Ashley posted event to Facebook; will add to instagram
- ☐ Ashley will make a flyer and distribute to elementary school + post around town.
- ☐ Majority of downtown business and participants have been notified and confirmed with the following exceptions:
 - ☐ Adonai Masonic Lodge
 - ☐ First United Methodists
 - ☐ Fellowship Baptists
 - ☐ Highland Central Staff Support? Highland Support Association?
 - ☐ Knaus Gallery
 - ☐ Methodist Church
 - ☐ Anyone we missed?

☐ Decorations and Supplies:

- ☐ Storage unit cleanup and Inventory day.
 - ☐ Schedule some days:
- ☐ Popcorn machine needs to be cleaned.
 - ☐ Popcorn and butter needs to be purchased.
 - ☐ Ashley e-mailed Interact and NHS for volunteers to run popcorn.
- ☐ Need signs to show which downtown businesses are giving out candy (some businesses said nobody knew to stop by or they were blocked by trucks/booths).

☐ Activities and Entertainment:

- ☐ Rotary giving out cider/donuts?
- ☐ Lions?
- ☐ DJ and Flatbed confirmed.
- ☐ Dems and Repubs.

- ☐ Girl Scouts.
- ☐ Lemon Love - donating glow sticks.
- ☐ Bushiken haunted Dojo.
- ☐ Holistic Health - Kindness Rocks.
- ☐ Highland Public Library.
- ☐ United Soccer.
- ☐ Highland Hose. and Ladies Auxillary.
- ☐ Police- scary cage.
- ☐ Man with Hearse confirmed.
- ☐ Photoboosts sponsored by The Spellbar.
- ☐ Let's convince Stage to Screen to participate again this year!
 - ☐ What else could we do to make this year memorable?
 - ☐ Maybe get a farm to make a late pumpkin donation?
 - ☐ Get a tarot reader to set up a booth? Charge per reading.
- ☐ Costumes
 - ☐ Vote on Group costume ideas
 - ☐ Costume contest
 - ☐ Develop rules
 - ☐ Prize donations

Light up the Hamlet

- ☐ Get a bank sponsor to pay for Santa and Mrs. Claus.

Next Year

- ☐ Finish Budget request by 9/18
- ☐ Decide on dates for next year's events.
- ☐ New members need to submit letters of interest to the town board + decide on new positions.

Minutes

Attendance:

Brittany Perry
 Lisa Coppick
 Ashley Felice
 Nine Byrne
 Mike Petty
 Barbara Gavin
 Kim Lyons

Budget:

- Mike Petty says he confirmed with Sharan and Kendra today that that \$3,500 approved for 4th of July remains in the Events budget to Halloween in the Hamlet and Light up the Hamlet.
 - Will confirm again with Secretary Sharan this week.

Halloween in the Hamlet

- Mike found a woman to read tarot, charges per reading.
 - Ashley called her 9/15 and she will be in touch soon.
- Jillian from Soccer Boosters confirmed.
- Put parking signs on next month's agenda.
- Propose dates for next year's events at next meeting
- Want to give a stipend to Reg for Djing.

Meeting takeaways and Tasks

- Storage inventory and Cleanup meetings:
 - Friday 9/18 Noon
 - Wednesday 9/23 1PM
- ☐ Kim: contact Bubble Bus and secure a sponsor
 - ☐ Also follow up with Gina Marie's about performing at Halloween.
- ☐ Brittany: Develop costume contest guidelines
 - ☐ Contact Knaus Gallery.
- ☐ Nina: Contact Dubois about pumpkin donation (maybe girl scouts can host a decorate a pumpkin stand?)
 - ☐ Secure a bank sponsor for Christmas (check with Craig about what this money could be spent on)
- ☐ Lisa: Contact churches, confirm Rotary for cider and donuts, PBA, and Hannaford for prize donations.
- ☐ Mike: speak with Town Historian Joan Kelley about a local Ghost map/Walk.
- ☐ Ashley: create flyer and distribute, Social media posts, Share info to town website.
 - ☐ Call Chestnut Market and follow up with other unconfirmed businesses.
 - ☐ Order form for popcorn and anything we need after inventory (maybe more glowsticks? Supplies, etc.)

Light up the Hamlet

- ☐ Highway Department wants to do a Christmas Parade!
- ☐ Ask Stage to Screen to have Frozen cast perform.