

Farmington Decorating Committee

Minutes from meeting on Sunday, 06/05/2016

In attendance:

Tom DeJulio
Pam Lord
Lisa Beede
Brian Boisvert
Lee Warburton
Karen Warburton

1. Discussed that the Board of Selectmen approved the purchase of banners through Rileighs Outdoor Décor and brackets from Signtech at the BOS meeting on 05/23/16. Town Administrator Capello to order. Lee confirmed via email on 06/01/2016 with Rick at Rielighs that the TA contacted him and banners have been ordered. Lisa advised that the TA called her. She called back and left a voice mail for him to call her.

2. Discussed installation of brackets and banners. Need to take down existing hardware that was installed for the Christmas trees over the winter. Brian Boisvert/NorthEast Arbor Tec and Lisa Beede and Don Sullivan/Signtech will donate their time and bucket trucks to remove existing hardware. Discussed starting this Friday/Saturday, weather permitting. Brian advised he has power in his bucket so he can use power drills instead of battery packs to avoid having to constantly change out battery packs.

Once banners and brackets are received, will coordinate to install new brackets, re-install brackets for the Christmas trees, re-install hook for Christmas lights and hang banners. Each pole will take at least a half hour for complete installation. Will not be able to do in one day. Need to coordinate with all of the volunteers schedule so we have at least the two buckets truck and also enough people on the ground to assist. Tom will contact highway department to inquire if we can use the highway department "stop/go sign".

Banners will be installed to hang over sidewalks. (With exception of the pole at the corner of Pleasant St. Will assess best way to hang to ensure the banner does not come in contact with the property owners lilac bushes and/or property line. The Church advised that trees/limbs can be trimmed as needed. Limbs will need to be trimmed on Mr. & Mrs. Doke's property as well. Tom spoke with Charlie Doke and he indicated to Tom that he is ok with us trimming as needed. Brian Boisvert/NE Arbor Tech offered to do this trimming.

3. When hanging brackets/banners, will do pole to pole measurements. Tom will be doing an updated map for the new pole placements. (He has a map with all the previous poles for the hanging of the lights). Karen to create a spreadsheet to use in conjunction with Tom's map. Spreadsheet to include:

- Pole location
- The length of the current Christmas light sets
- The new length needed for each set of lights

Tentative start of installation of brackets/banners: Saturday, 06/25/2016

Next meeting of the FDC: Sunday 06/19/2016

Respectfully submitted,
Karen Warburton
Secretary, Farmington Decorating Committee