

## **Minutes of the Richmond Parade and Fireworks Committee**

**Thursday, January 15, 2026 at 7-9 pm**

Call to Order: 7:10 p.m.

Present: Sue Glennon, Rebecca Roose, Tom Carpenter, Stefani Hartsfield, Amanda, Chuck Senick

- **Approve minutes of 11.25.25 meeting**

Tom motioned to approve. Stefani seconded. All in favor.

- **Farmer's Market update**

Welcome to Chuck Senick from the Richmond Farmer's Market Board. Rebecca explained that we all want to work together to figure out how to still have a farmer's market and allow for 4th of July to be set up at the same time. 4th of July is on a Saturday this year and set up for the events at the park happens the day before at the same time as the farmer's market and involves deliveries, parking lot use and space on the field.

- Chuck explained the timing of the Farmers market, setup starts at 1:30 upper level only, market is 3:30-6. He can make sure that on July 3 there are no vendors and no parking on green to allow for the 4th set up to still happen.
  - Rebecca asked about what area needs to be kept clear for P&P septic to drop off porta potties and casella for trash.
  - P&P needs to enter the park through the parking lot to deliver. Sue will talk to P&P about porta potty delivery on July 3rd to not interfere with busy Farmer's market kid play time, and where they need to have access
  - If vendors park elsewhere they still need to have setup & teardown access for their cars through the park. Rebecca and Sue said that wouldn't be a problem.
  - Chuck expressed some concern over the parking lot filling up with vendor cars if some of the spots are blocked off for 4th delivery trucks and

vendors cannot park on the field. He will ask the vendors to park at the town, but can't guarantee it.

- Chuck mentioned that he will share the vendor sign up form with all his vendors including mini golf.
- Tom said we will need to block off a row of the parking lot, closest to the park with cones
- We will ask Justin if he can drop off the trailer in the park before the farmer's market starts at 3:30 p.m.
- Rebecca motioned to formalize the Farmer's Market collaboration. All in favor.

**Grand Marshall** : Ask Linda as an honor for her service to the town. Sue will call her.

**Business Sponsor** : Tom needs to see the written letter to send out. Rebecca will put it up in a google doc for everyone to review. Then Tom will start sending them out. Tom wanted to verify the sponsorship levels.

- Stefani will check in with Connie and Josh about the best method for individual electronic donations
- **Vendor update:** Stefani will update the vendor form for 2026 for approval at next meeting and then Duncan can post on the website once approved
- **Fireworks update:** Rebecca and Sue went before the selectboard and asked that it not go to an Australian ballot. They offered for the committee to use their own funds to share in the cost coverage due to the unexpected increase by the vendor and in honor of America's 250th birthday. Selectboard agreed. Full cost will be covered in combination with \$7000 from the Fourth of July committees' fundraised reserve funds and the amount in the town budget to cover the inflationary costs this year. Will need to plan for potential increases for next year.
- **Coin drop confirmation** - Sue will ask Susanne Parent for Town approval for a coin drop on June 13th. Rebecca will follow up with Josh about the process and rules for counting the coin drop money that came up at the selectboard.

**Other:**

- Tom and Amanda submitted the flyover request for the 4th

- The Army Band request is submitted to see if they can be in our parade. Application is confirmed. Will see if they can fit Richmond into their parade schedule. Tom is working with them.
- Tom also sent a letter to the St. Andrews pipe band to find out their costs for this year.
- Shriners are more spread out and there are fewer of them.

Stefani motion to adjourn. Rebecca seconded. All in favor.

Meeting adjourned at 8:00 p.m.