

Richmond Fourth of July Committee minutes

Attendees: Donna Niquette, Sue Glennon, Chris Jenkins, Rebecca Roose, Julie Wahlin, Tom Carpenter, Harland

May 21, 2026

Sue Glennon called the meeting to order

1. Approve minutes - all in favor, no opposed
2. Business Solicitation updates -
 - a. Tom - no responses
 - b. Rebecca - waiting to hear back, need to do some in-person solicitations.
3. Coin drop update (8am-2pm)- need new tickets. Rebecca will go to Staples to make them. She will reach out to Jay to see how he did it last year. We can not roll coins as the bank has to do it. We have to take the money directly to the town office.
 - a. We need more volunteers!
4. Venmo/QR code update - Tom \$1082 in the venmo account.
5. Road sign updates - need to get wooden frames for coin drop in the town. Justin will update the sign information. Chris suggested getting reflective tape(state required) to use and he can print numbers each time we need to update. They will work on it this week. Signs need to be up a month in advance on state roads(1 near the off ramp and 1 near Waterbury).
6. Financials - Donna willing to help. Town needs to give us the information. \$1082 in the venmo account. \$4379 total. Fireworks are paid!
 - a. Budget - Tom talked to Josh - Josh gave him a sample budget to guide us. Tom is estimating \$6000.
 - i. Bouncy house wants \$100 deposit - Total \$850
7. Selling drinks at info tent - Donna
8. No interest in chicken bbq. Tom has been asking many organizations.
9. Vendor update - 12 vendors, 2 are doing raffles(Chittenden East Football & Our Community Cares Camp). Susanne will print more flyers if needed.
10. Fireworks - \$22k. The town paying for them in the future is unsure.
11. St. Andrews Pipe band(8 people) - \$750 - we will pass. Waiting to hear back from Richmond Community Band(thought they are usually in parade)
12. Heidi will do a write up for Times Ink newspaper.
13. Kids games - no water balloons, Guessing jar - candy mix to win a big unicorn.
 - a. Misting tent 10x10
14. Radios - Sue will ask the fire dept.
15. Golf carts - Sue called David to see if we can use 2 carts and a convertible for grand marshall. Waiting to hear back.
16. P&P porta potty - confirmed
17. Casella - confirmed
18. No fire dept demo this year. They will let kids use fire hoses to point into the river
19. Vendor and Parade winners - Josh wants all the information(contact, address, etc)
20. Social Media

- a. Rebecca will give Tom access to FB.
- b. Town can post as much as they want on Front Porch Forum
- c. We will put an ad in the paper after the 4th thanking our vendors.

Motion to adjourn: Tom moves, Sue seconds.

Next meeting: Thursday, June 4th, 7pm