

Richmond Fourth of July Committee minutes

June 4, 2026

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

1. Approve minutes - all in favor
2. Business Solicitation updates - 11 business solicitations
 - a. NSB - Fun Run
 - b. Kids Games sponsored by - Spark Studios and prizes donated in memory of Rick Niquette
 - c. Tom has a list of vendors. Needs to be verified before times ink article
3. Vendor update - 11 food vendors so far. Ask Duncan for an updated list before the next meeting after the flyers have gone up.
 - a. Ghostbuster will be in the parade and have a booth.
 - b. Cut off date to sign up is Jun 29th.
 - c. 7 Vendors still need to pay their fees. Need certificate of insurance as well.
 - d. If the flyers are ready in time, Stefani offered to bring them around to some of the vendors at the farmer's market and invite them to be vendors on the fourth.
4. Coin drop update - Julie picking up venmo cards and flyers on 6/5.
5. Road sign updates -
6. Venmo/QR code update
7. Financials/Budget - Selectboard meeting - Sue and Tom went on Monday. Everything was approved budget, parade route, committee selling drinks. We have \$5285 in our account. About \$1100 is promised.
 - a. Tom explained that the selectboard authorized the committee to spend up to \$6000 on expenses for putting on the 4th of July event from the committee's reserve funds.
 - b. He also explained that Josh said that any money that the committee fundraised would be deducted from the approved \$6000, meaning that the committee can take out less from out own reserves. Members on the committee asked questions about the logic of this process since all of this money is money raised by the committee for the purpose of putting on the fourth of July town event. None of it is town/taxpayer money.
 - c. Committee members had remaining questions about this policy. Stefani offered to email Josh to follow up on this policy to gain some clarity on the reasoning behind it. Tom and others felt that would be good. The information will be shared with the committee.
8. Article in Times Ink: Tom mentioned that Heidi is supposed to interview people from the committee in the next two days so that it runs in the next issue. Tom will email Heidi back.
9. Car show: Sue and Rebecca talked to the folks who run the antique car show and they are not able to do it this year but will think about it for next year. They asked if it would

be possible to have easier access to Esplanade during the day when they need to bring their cars into the park. The committee said that could be easily remedied with esplanade homeowners to allow antique cars through.

10. Parade - committee needs to keep float form and then turn into the form to town on July 6th. The town will mail out the checks. Tom has not heard from the Town Band yet. Stefani will check with a local contact who may know them.
11. Need to get misting tent. And misting pump and hose. Donna found the best way to order on the misting tent. Stefani offered to order.
12. Marketing - need to promote on FPF and on FB - mention sponsors and promote parade, vendor signup. Times Ink Thanking our sponsors for after the 4th.

Schedule

10:30am Northfield Savings Bank Fun Run

10:35-11:00am - Parade

11:00-2:00pm - Games, raffles, food vendors, bouncy houses + more

1:30pm+ - DJ & Music

Dusk/9:15 - Fireworks

Next meeting Jun 11th @7pm.

Adjourned @ 8:15pm