



**Lee Sustainability Advisory Committee Meeting
Minutes – June 13, 2023; 7 PM**

Members Present: Dean Rubine (Chair), Chuck Cox,

Members Absent: N/A

Officials Present: N/A

Officials Absent: Katrin Kasper, Selectperson

Public Present: Sandi Jenkins, Paul Gasowski

I. Call to Order: 7:01 pm

Introductions, guests: Welcome back, Sandi and Paul. It's like you never left.

II. Public Comments:

III. Preliminary Actions

A. Approval of Agenda

Approved without changes.

B. Approval of Minutes 5/9/2023

Clarified and corrected some names.

Chuck moved, Dean 2nd, 2-0 as amended

C. Correspondence

- Other

IV. Old Business

Paul / Sandi - Made in Lee Artisan Fair – May 13, 2023

a. Debrief

Sandi: I sent a followup email asking the vendors for feedback. No replies. Feedback while we were there: Successful day, traffic not as busy as last year, but sales were better. Didn't feel as highly attended. Did Haley have a clicker? Paul: Maybe Abby Aldous was at the door. Sandi: Visually fewer people, more down time. I advertised more, 20 flyers, three at Pizza Spinners. Lots of advertising on facebook. From a \$ perspective they sold more. We covered the bases from the year before when they provided feedback. Dean: Did we have leftover programs? I think we made 200. Paul:

Yes I'll check at home. Sandi: Fire Chief Nemet liked the way it was set up. He did a quick walkthrough, no issues. There was plenty of space to move around. He liked the flow. We left the back door open. Hot day, we needed the cross breeze. No problem with people coming and going in that back door. I started to see people going to the playground, coming back and forth. Do we want people coming and going from another exit? Probably not, but we had to leave it open for a cross breeze because it was so hot, and it wasn't much of a problem.

Paul: Not a lot of traffic with Fix It / Mend It. Folks wanted to go to the Artisan Fair; it was hard to direct them otherwise. They go to the Artisan fair, it's up to them to go past the Fiddling Thomsons to the cafeteria. The Fix It Mend It exhibitors didn't see a lot of people.

Chuck: I tried to encourage folks into Fix it / Mend it.

Paul: Greeters promoted both, everyone chose Artisan Fair.

Sandi: Technology worked fine, one person mentioned the wifi, she was using a laptop, she didn't know how to use it, I suggested she use her phone, and that worked for her.

Sandi: Wifi worked all day for me.

Paul: Sandi, you're fun to work with, you make it easy.

Sandi: You too, we make a good team.

Paul: Jake and Ryan did a great job, they're good helpers

Paul: Friends of the library staffed the greeters table. The two custodians were really helpful, easy to access, and personable. Commendations to Mast Way Administration and staff; they were a pleasure to work with. They provided a walkie talkie, which was very nice to have. I suggest that for the future.

Thanks to Lee Police and Fire. Scott Nemet did a great job. Fiddling Thomsons were great. I wanted to dance.

Suggestions: It's a crowded day for Lee. Too much: Fish Fry, ORYA events. There was competition for people. Days like that stretch the fire and police departments thin. I Found out during the fire occupancy permit process that we would be required to hire an officer on 50% capacity. I suggest the LSC pay for an officer next year.

Dean: What is capacity?

Paul: I recall capacity 380, so 190 simultaneously in that.

Paul: People came, people bought, people were happy. The town needs to review lockdown procedures. The School District didn't have a clear approach for an outside group after hours. It would be the Committee's responsibility to follow up with the school district.

Paul: If Sandi continues, formalize that relationship, find cosponsors who would grow the Artisan Fair. It's easier to cosponsor to have a formal relationship if they're town-related groups. Logistically, Mast Way PTO makes sense. There's a space issue.

Regarding Sandi, she falls under the town's insurance as an individual volunteer.

Something we should do every year. Handed off volunteer logs to Andi and Denise so they have a record. When you run an event you have volunteers, the town requires the volunteers log in and log out. That's a precondition of the insurer. It indemnifies the town, and indicates who's insured and who isn't.

Paul: Re: Fix it / Mend it. Disappointing traffic. Cary Brown wasn't feeling well, went home early. Matt Rowell brought his kids. Dean: The reason we combined the events was to increase attendance at Fix It / Mend It, which wasn't very well attended the first time as a stand-alone event.

Paul: Communications with the presenters needs to be improved. There are limitations to the space in Mast Way.

Dean: May we include your email notes in these minutes? Paul: Yes, I don't mind if you include the notes in the minutes.

To: Lee Sustainability Committee
Sandi Jenkins
Andy Robertson
From: Paul Gasowski
Date: 13 June 2023
Re: Review: Made in Lee Artisans Fair
Fix It/Mend It Mini Workshop

Made in Lee Artisans Fair Notes

Positives:

1. A very successful day...perhaps slightly lighter attendance but more customers/ buyers.
2. Sandi did an excellent job organizing and administering the event.
3. John, Anthony and Ryan Shea did a super job with the setup, volunteer logs and strike.
4. The library and Friends of Library volunteers offered valuable help with staging the event and staffing the greeters table.
5. The ORCSD Facilities staff and the custodians on duty that day were very attentive and helpful. Easy to access and personable.
6. The Mast Way administration and staff were very accessible and helpful in the preparations for the event. Having walkie talkie access to the custodial staff was easy to arrange and valuable.
7. The Lee Fire Department and Police Department were very accessible, responsive and helpful in preparing for the event.
8. The Lee Fire Department's fire code requirement review process and the attendant occupancy permit were important and valuable parts of a successful event.
9. The Fiddlin' Thomsons were a very nice touch. Thanks, Chuck!

Suggestions:

1. Scheduling the artisans fair on the same day as the fishing derby, the fish fry and ORYA sports (and I think a Lee USA racing day) has obvious positive aspects, but it presents a range of challenges and problems: may impact attendance, security concerns (one on duty police officer for the town), fire department may be stretched thin, too much for a small town for one day. Consider moving to another day.
2. Hire a police officer for the event. As it turns out, exceeding 50% of the rated occupancy capacity requires an officer to be present.
3. The town and the school district need to review security training and guidelines for lockdown/active threat occurrences during after school hours. Non-school groups need to be educated and familiar with such procedures.
4. The Fix It / Mend It seems to have a logical relationship to the artisan/craft side of things; however, it was far too much for our little group to handle for one day. Also, creating a flow into the cafeteria from the MP room to the Fix It, Mend It was very challenging; the artisans fair attracted the bulk of the attendees.
5. Formalize the organization of the event in an effort to assist Sandi, if she decides to

continue to organize and lead. Also, identify and cultivate one or two potential cosponsoring groups to help actively plan and grow the artisans fair. It is easier for cosponsoring groups to have a formal affiliation with the town or the school district...policy, logistical and insurance concerns.

Fix It/Mend It Notes:

Positives:

1. The four exhibitors put a lot of effort into presenting at the event. I felt bad that the attendance for their exhibits/demonstrations was quite sparse.
2. The concept still has some very real potential but it needs to be a free-standing event on its own day.

Suggestions:

1. Advance communication with the exhibitors/presenters needs to be improved.
2. I would suggest not running this event in tandem with the artisans fair, particularly at Mast Way School....a space and layout issue.

Sandi: I had a really good time doing this. I was pleased with how smoothly it went. It didn't run itself, but we really fine tuned it. I thought that I bridged the gap to getting the town back to the place where it had a centralized meeting place for Artisans, in the void after COVID when we didn't have any markets going. The Farmers' Market has started up again, and they are inviting artisans Anyone who wants to go is being invited. There are a few crafts there. The first market didn't have many vendors. I am not looking to become an entity of myself, that would be working in conjunction in the committee. I am happy to help organize it. I don't see that growing into me running the Artisan Fair. I don't want to become Sandi Jenkins the organizer with a town-affiliated organization to keep it going. Especially now that there are more opportunities for artisans at the Farmer's Market. Some of our vendors said they were going to be part of the Farmer's Market. This is a nice transition. But they weren't there for the first one. Maybe we get to a place where it's a community event where we can do it once a month.

Paul: I think vendors have to have their own insurance.

Sandi: Anthony's fiance was a vendor. I don't think she carries insurance.

Paul: The rec commision outlined the parameters for the Farmers Market.

Sandi: I 'll check next month. There was a glass person that didn't come to the Artisan Fair this year because she was in Murano learning glass blowing. She was in the Farmer's Market.

Sandi: I thought the day before Mother's Day [for the Artisan Fair] was a good choice, but I agree it taxes the resources of the town. Everybody says they're going to do it again next year. In my mind nothing was happening, let's get something going. We have to see how the Farmers' Markets evolve.

Chuck: Demeritt and Coppal House Farm have different events where they have crafts.

Sandi: I got feedback that vendors enjoyed the Artisan Fair more than Coppal. It's more Arts and Crafts than Artisans. The vendors like that we marketed them as Artisans, less kitschy than Arts and Crafts. I have been a vendor at Demeritt Hill, it's well organized, they felt the organization of our event was clear and concise, flowed well. Scott and Gina Kemp won't let us not do it. Gina was all over assisting going forward.

b. Thank You Sandi

Dean: Sandi, you probably saw in the minutes the committee voted you a gift after you left; please enjoy this \$50 gift certificate for the crafts of Scott and Gina Kemp!

Sandi: Thanks, you didn't have to do that.

Dean: I move the committee present Sandi a certificate that reads:

The Lee Sustainability Committee thanks Sandi Jenkins for her tireless efforts organizing the Made In Lee Artisan Fair in both 2022 and 2023. Sandi's volunteer work has created a new Lee tradition that we believe will last many years.

It's dated 6/13/2023 and there are signature spaces for myself, Chuck Cox and Paul Gasowski.

Chuck: 2nd. Vote 2-0. Dean, Paul & Chuck sign and present the certificate to Sandi.

ArtisticLEE – Artisan Directory pilot- tabled

Chuck – Backyard Farming Initiative 2023

Four programs set up for summer, third Wednesday of the month, 6-7:30, sept 5:30-7, Misty Meadows June 21, tour of gardens, July 19 Demeritt Hill, care of dwarf fruit trees, August 16, flag Hill Winery, growing grapes, September 20 Bedrock Gardens, get to meet your neighbors, Haley will have printed material, put on the town website. Winter 2024 program planned.

All - E-Crier articles

Chuck: Sailing ship the Golden Rule will be in Portsmouth. In the 50s it attempted to sail in the nuclear bomb testing area. 38' sailboat, this was a protest. Boat sank, restored by the Veterans for Peace, the job hasn't been done, could do more to protest nuclear armaments. In the west coast where it was restored, it sailed down the Mississippi, through the gulf, around Florida, and it's stopping in Portsmouth June 21 - June 24, docked at Prescott Park, activities, entertainment, educational programs. Particularly appropriate; I looked at our town report, March 12, 2019, the town voted 421-258 to have the selectmen reach out to our congressman saying the town did not support continuation of nuclear armaments. Post to remind town.

ACTION: Chuck will try to prepare an article for Thursday for E-crier on Friday

ACTION: Dean will post it around the internet before the 21st

Chuck: There's a website; lookup The Golden Rule sailing ship

All – Transfer Station Initiatives

- All – Reduce consumption, increase recycling
- All – Suggest book studies to ORCRead or Lee Library?
- All – Video explaining how to recycle? Work with ORCSD.

N/A

V. New Members / Volunteers

Dean: We have a few folks interested. ACTION: Add Deb S, Rich M, Erik J and Chuck's renter: Julie ? to the email list.

VI. Grants

N/A

VII. Dean/Chuck – *Table to Farm* Compost Initiative

Dean: There seem to be good reasons for the town to avoid this directly. Maybe this ends with an E-Crier article.

VIII. Other

IX. New Business

VI. Public Comments N/A

VII. Closing Actions

- A. Future Meeting Dates: Second Tuesdays, 7pm in the Safety Complex.
July 11, 2023
- B. Agenda Planning for Next Meeting

I. Adjournment

Dean moves, Chuck 2nd, 2-0 adjourned 8:02 pm

Respectfully submitted, Dean Rubine

Please email sustain@leenh.org if you have suggestions, comments or questions.